

MEETING MINUTES ADVISORY COMMITTEE

Wednesday, December 2, 2020

This meeting was conducted in compliance with Governor Baker's declaration of a public health emergency and the related Emergency Executive Orders; the Advisory Committee held the December 2, 2020 meeting via Zoom Video and Audio (Dial-for those with only phone access). All participants participated remotely.

Remote Participants: Jim Boudreau, Nancy Holt, Jerry Kelly, Missy Seidel, Patrice Metro, Jamie Gilmore, Mike Westort, Lynda Ferguson, Elise Russo, Lincoln Heineman

Members Not Present: Dan McGuiggin

The Meeting was called to order at 7:00 pm.

SCHEDULED ITEMS:

Accept Agenda

Vote to approve agenda. Motion by Mr. Kelly, second by Ms. Westort. Voted unanimously by roll call vote 6-0, Mr. Kelly-yes, Ms. Seidel-yes, Ms. Metro-yes, Mr. Gilmore-yes, Mr. Westort-yes, and Ms. Ferguson-yes.

FY22 Budget Presentation:

Mr. Boudreau provided a presentation on his recommended FY22 operating budget. Mr. Boudreau expressed concern that the State was using \$1.3B (25%) of its Rainy Day Fund to provide FY21 local aid and he feels it is not sustainable for FY22 and therefore the local aid estimate for FY22 remains conservative.

Departmental Budget Presentations

Mr. Gilmore asked if Ms. Holt could share her screen for the budget. Ms. Holt shared her screen to display the Excel spreadsheets for the different budgets to be discussed.

Administration/Board of Selectmen (123)

Ms. Holt reviewed the budget changes highlighting the \$20,000 increase for legal services to reflect prior year actual amounts and the \$10,380 increase for contract bargaining due to the number of collective bargaining agreements that are not settled for FY 22.

Advisory Committee (131)

Ms. Holt explained the decrease in the budget line was due to a change in personnel.

Reserve Fund (132)

Ms. Holt noted that the Reserve Fund remained unchanged from FY21 at \$75,000.

General Liability & Property Insurance (192)

Ms. Holt stated that the budget line increased by 5% over FY21 pursuant to the recommendation of the Financial Forecast Committee based on inflation and the first full year of the new senior center. Ms. Holt further stated that additional information would be available from MIIA at the MMA conference in January and the final rates would likely be received in March.

Street Lights (424)

Ms. Holt confirmed that the FY22 Street Light budget remained at the FY21 level and included electricity and repairs to the street lights.

Workers Compensation (912)

Ms. Holt detailed that the Workers Compensation paid for claims as the Town was self-insured for workers compensation. The Town had experienced a few years of high claims and the fund had been depleted to approximately \$450,000. The goal for the fund was \$750,000 as set by the prior Town Administrator and the Town had come very close to achieving that goal. The past few years' negative claims experience solidified the need for an ample reserve for these costs.

Unemployment (913)

Ms. Holt explained that the Financial Forecast Committee had recommended this line item be set at \$130,000 which was double the normal amount to reflect the economic uncertainty of the continued pandemic and its effect into FY22. She explained that the FY21 budget had been increased to \$242,875 at the June 2020 annual town meeting to address the expected high claims from the pandemic and the uncertainty of state and federal offsets. The FY21 budget was performing well at this time.

Ms. Holt and Mr. Boudreau responded to queries from members during the presentation.

Other Business

Adjournment

Mr. Kelly made a motion to adjourn at 7:54 PM which was seconded by Mr. Westort and voted unanimously by roll call vote 8-0; Voted unanimously by roll call vote 6-0, Mr. Kelly-yes, Ms. Seidel-yes, Ms. Metro-yes, Mr. Gilmore-yes, Mr. Westort-yes, Ms. Ferguson-yes and Mr. Heineman.

Respectfully Submitted,

Nancy Holt
Recorder