

TOWN OF SCITUATE
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**Advisory Committee Meeting Minutes
Friday, June 19, 2020
Scituate Town Hall Selectmen's Hearing Room
10 a.m.**

Meeting conducted pursuant to the March 12, 2020 modifications to the Open Meeting Law made by Governor Baker pursuant to the state of emergency due to COVID-19. This meeting was live broadcast by SCTV.

Committee Members Present: Jerry Kelly; Chair, Jamie Gilmore, Dan McGuiggin, Lynda Ferguson, Elise Russo, Lincoln Heineman, Patrice Metro, Mike Westort

Also in Attendance: Nancy Holt, Finance Director; Jim Boudreau, Town Administrator,

Jerry Kelly called the meeting to order at 10: a.m.

Jerry Kelly made a motion to approve the agenda, which was seconded by Jamie Gilmore, Voted majority in favor (8-0) to accept the agenda as submitted by roll call vote; UNANIMOUS

Jerry Kelly mentioned that due to COVID-19 state funding will probably be less than last year. With the Financial Forecast Committee it was considered to model no change in state funding, a 5% decrease, a 10% decrease, or 15% decrease. The committee voted to accept the 10% decrease in state funding. Mr. Kelly said we would discuss ramifications of this decrease in this meeting.

Discuss/Vote Changes to FY 21 General Fund Budget – ATM, Article 4

Jim Boudreau stated that we anticipate a 10% reduction in state aid, about a \$1.5 million total reduction in spending. Based on the formula that the Town of Scituate uses, approximately \$500,000s comes out of the town's side of the budget. The deductions to come out will include waiting to fill a couple of positions—and eliminating library hours on Sunday until January 2021.

Elise Russo made a motion to accept these changes as presented, which was seconded by Patrice Metro, Voted majority in favor (8-0) to accept the changes as submitted by roll call vote; UNANIMOUS

Discuss/Vote Recommendations on FY21 Capital Plan Amendments – ATM, Article 3

Mr. Boudreau stated that these are not huge impact projects. The first is the Third Cliff Revetment, \$12,000,000 in FEMA funds. This project is significantly tied up and has been delayed at least a year. The Egypt beach berm project where there was a million dollars is the second change. This construction contract has been let, so these funds are not needed now. The Minot Beach parking lot is another project. As of now beach revenues have not met forecast while it's expected to have significant increase in costs this summer due to COVID precautions. The thought is to put this project off until the fall and revisit funds then. The transfer station's revenues are lagging fairly significantly. We'll probably have to utilize retained earnings to cover the budget which will not leave sufficient retained earnings to cover the cost of a new truck so that would be taken off as well.

Jamie Gilmore made a motion to accept these revisions as written, which was seconded by Dan McGuiggin, Voted majority in favor (8-0) to accept the recommendations as submitted by roll call vote; UNANIMOUS

Discuss/Vote Recommendations on FY21 Community Preservation Act changes to set-asides – ATM, Article 12

Nancy Holt reported that The Community Preservation Committee's estimate was 37.2% and in May The Division of Local Services issued an advisory due to the pandemic that the actual reimbursement would be 11.2%, which is dramatically different. The CPC met and revised their set asides down. The 10% for historic, open space and community housing, were originally proposed at \$230,483 and was reduced down to \$187,561 each. The administrative expenses were reduced from \$57,621 to \$46,890. They still have sufficient funds for recommended projects so there were no changes to those. All projects will resume with reduced revenue.

Jamie Gilmore made a motion to accept these recommendations as written, which was seconded by Dan McGuiggin, Voted majority in favor (8-0) to accept the recommendations as submitted by roll call vote; UNANIMOUS

Discuss/Vote on recommendations on any other STM or ATM articles

No changes or discussion.

Discuss/Vote any changes to Advisory Committee booklet

No Changes or discussion.

***FY20 YTD Update**

Nancy Holt stated that the town still expects to see \$800,000 to a \$1,000,000 in real estate tax revenue. The tax due date was delayed to June 1st and demands are now out on those taxes. Local receipts have met revenue production. All departments have been put on a spending freeze since March. Two reimbursements have been processed with a third going out today (6/19/2020) to Plymouth County for Corona Relief Funds. There has been \$139,000 received. \$58,000 for the first and about \$26,000 for the second request, with more to come.

Discuss/Vote Year-End Transfers

Nancy Holt proposed two transfer request. The first being that funds from board of health salaries would be transferred as follows; \$38,000 to board of health, \$10,000 to facilities overtime and \$28,000 public safety communications.

The second transfer request being for Engine 1 which was sent in for paint repairs and was found to need additional corrosion and AC repairs that are required totaling \$7,700.

Jamie Gilmore made a motion to accept these transfers as written, which was seconded by Lincoln Heineman, Voted majority in favor (8-0) to accept the recommendations as submitted by roll call vote; UNANIMOUS

Old Business

None

New Business

The Advisory Committee will meet June 27th before the Town Meeting from 8:15 a.m. to be suspended at 9 a.m. and adjourn after Town Meeting.

Elise Russo and Mike Westort cannot make it but the rest of the committee will be there.

Jerry Kelly made motion to adjourn the meeting at 10:46 a.m., which was seconded by Dan McGuiggin, Voted majority in favor (8-0); UNANIMOUS.