



Advisory Committee Meeting Minutes
Tuesday, June 14, 2022
Zoom Video/Audio Conference – 6:00 pm

Pursuant to Chapter 20 of the Acts of 2021 and Chapter 22 of the Acts of 2022, Scituate Advisory Committee Members held the June 14, 2022 meeting via Zoom Video and/or Audio (Dial-in for those with only phone access). All participants participated remotely.

Committee Members Present: Elise Russo, Jerry Kelly, Lynda Ferguson, Missy Seidel, Dan McGuiggin, Lincoln Heineman, Jamie Gilmore; Chair

Committee Members Not in Attendance:
Patrice Metro and Michael Westort

Also in Attendance: Nancy Holt, Finance Director/Town Accountant; Seth Pfeiffer, SCTV Facilitator; James Boudreau, Town Administrator

Mr. Gilmore called the meeting to order at 6:00 p.m.

Ms. Russo made a motion to accept the agenda which was seconded by Mr. Kelly and voted unanimously in favor (7-0) by roll call vote; Mr. Gilmore-yes, Ms. Russo-yes, Mr. Kelly-yes, Ms. Ferguson-yes, Mr. McGuiggin-yes, Mr. Heineman-yes and Ms. Seidel-yes

Mr. Kelly made a motion to accept the minutes of the May 10, 2022 meeting which was seconded by Ms. Russo. The minutes were voted unanimously in favor (6-0-1) by roll call vote; Mr. Gilmore-yes, Ms. Russo-yes, Mr. Heineman-abstain, Mr. Kelly-yes, Ms. Ferguson-yes, Mr. McGuiggin-yes and Ms. Seidel-yes.

Reserve Fund Transfer

Ms. Holt presented a reserve fund transfer for \$64,000 for the Fuels & Lubricants line item. She explained that the skyrocketing costs of gasoline and diesel had exhausted the budget and this reserve fund transfer would be coupled with a year-end transfer to address the fuel costs through the end of the fiscal year. She also noted that the fuel and lubricant budget would need to be augmented at the fall special town meeting for FY23.

Ms. Russo asked if there were sufficient funds in the budget line item until special town meeting and Ms. Holt replied in the affirmative.

Ms. Russo made a motion to approve the reserve fund transfer in the amount of \$64,000 for the fuel and lubricant line item which was seconded by Ms. Seidel; the Committee voted unanimously in favor (7-0) by roll call vote; Mr. Gilmore-yes, Ms. Russo-yes, Mr. Kelly-yes, Ms. Ferguson-yes, Mr. McGuiggin-yes, Mr. Heineman-yes and Ms. Seidel-yes.

FY22 Year-End Transfers

Ms. Holt presented four year end transfer requests to the members. The first transfer was from the Advisory Committee PT salaries to the Advisory Committee Printing & Forms in the amount of \$2,225 to address the cost of the extra Advisory Committee booklets at the April 2022 town meeting. The second transfer was to move excess salary funds from the Public Grounds Department due to vacancies in the amount of \$34,773 to seven other expense lines in various departments. The additional items included unforeseen vehicle repairs, stationery needs due to 40B filings, toner needs, debt service fees, gas and diesel expenses and costs to secure tax title properties. The third transfer was from Police Department salaries to Police Department vehicle supplies and vehicle service due to costs increases. The final transfer was from Sewer Enterprise salary lines to Sewer Enterprise electricity, natural gas and short term interest expense lines due to rising costs.

Ms. Seidel asked why the total amount of the expected turnback was not used and Ms. Holt replied it was not needed.

Mr. Kelly made a motion to approve the year-end transfers in the amount of \$75,960 as presented which was seconded by Mr. McGuiggin; the Committee voted unanimously in favor (7-0) by roll call vote; Mr. Gilmore-yes, Ms. Russo-yes, Mr. Kelly-yes, Ms. Ferguson-yes, Mr. McGuiggin-yes, Mr. Heineman-yes and Ms. Seidel-yes.

FY22 MGL c. 44 §53E1/2 Revolving Fund FY22 Expenditure Limit Adjustment

Ms. Holt explained that the FY22 revolving fund limit set at the April 2021 annual town meeting was insufficient for the wind turbine revolving fund due to the voluntary curtailment agreements. She requested that the members approve an increase to the expenditure limit of \$100,000 from \$450,000 to \$550,000. She noted that a similar vote would need to be taken at their first FY23 meeting to adjust the FY23 limit for the same reason.

Ms. Russo made a motion to approve the increase of the wind turbine revolving fund FY22 expenditure limit by \$100,000 from \$450,000 to \$550,000 which was seconded by Ms. Seidel; the Committee voted unanimously in favor (7-0) by roll call vote; Mr. Gilmore-yes, Ms. Russo-yes, Mr. Kelly-yes, Ms. Ferguson-yes, Mr. McGuiggin-yes, Mr. Heineman-yes and Ms. Seidel-yes.

Mr. Kelly made a motion to adjourn the meeting which was seconded by Mr. McGuiggin at 6:12 p.m.; the Committee; voted unanimously in favor (7-0) by roll call vote; Mr. Gilmore-yes, Ms. Russo-yes, Mr. Kelly-yes, Ms. Ferguson-yes, Mr. McGuiggin-yes, Mr. Heineman-yes and Ms. Seidel-yes.

Respectfully Submitted,

Nancy Holt
Recorder