



Advisory Committee Meeting Minutes
Thursday, November 10, 2022
Zoom Video/Audio Conference – 7:00 pm

Pursuant to Chapter 22 of the Acts of 2021, Chapter 22 of the Acts of 2022 and Chapter 107 of the Acts of 2022, Scituate Advisory Committee Members held the November 10, 2022 meeting via Zoom Video and/or Audio (Dial-in for those with only phone access). All participants participated remotely.

Committee Members Present: Jerry Kelly, Lynda Ferguson, Missy Seidel, Dan McGuiggin, Marc DiCosimo, Elise Russo, Patrice Metro and Jamie Gilmore; Chair

Committee Members Not in Attendance:
Lincoln Heineman

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 7:10 p.m.

Mr. Kelly made a motion to accept the agenda which was seconded by Ms. Ferguson and voted unanimously in favor (6-0) by roll call vote; Mr. Gilmore-yes, Mr. Kelly-yes, Ms. Ferguson-yes, Ms. Seidel-yes, Mr. McGuiggin-yes and Mr. DiCosimo-yes

Mr. Gilmore welcomed new committee member Marc DiCosimo who replaced Mike Westort.

Mr. McGuiggin made a motion to accept the minutes of the September 19, 2022 meeting which was seconded by Ms. Seidel. The minutes were voted majority in favor (6-0) by roll call vote; Mr. Gilmore-yes, Mr. Kelly-yes, Ms. Ferguson-yes, Ms. Seidel-yes, Mr. McGuiggin-yes and Mr. DiCosimo-yes

FY 2024 Budget Review

Presentation of FY24 Town Administrator Recommended Budget

Mr. Boudreau provided a brief presentation touching on the final results for FY22, FY23 YTD and the FY24 budget detailing available revenues, fixed cost increases and highlights.

Ms. Russo joined the meeting.

Mr. Kelly asked about progress on the FEMA projects as it appeared glacial and Mr. Boudreau and Ms. Holt responded that it was ongoing but mired down in permitting issues with state agencies. Mr. Kelly asked if the pension increase was being driven by investment performance or actuarial and Mr. Boudreau replied he thought it was actuarial.

Town Administration/Select Board – Dept 123

Mr. Boudreau noted an overall decrease of \$18,942 with the main increase is in salaries due to the eligibility of employees for step increases under the new wage classification plan. The telephone budget was increased and contract bargaining was decreased as fewer contracts are outstanding.

Advisory Committee – Dept 131

Mr. Boudreau indicated the only change from FY23 was a step increase for the recording secretary for \$268.

Reserve Fund – Dept 132

Mr. Boudreau indicated the reserve fund which is at the discretion of the Advisory Committee to allocate was unchanged from FY23.

General Liability & Property Insurance – Dept 192

Mr. Boudreau stated that the Financial Forecast Committee had included a 10% increase in its estimate for this line until more information became available at the Massachusetts Municipal Association (MAA) meeting in January 2023.

Mr. Kelly asked about the drone insurance and Mr. Boudreau replied that the Fire, Police and DPW departments have drones and all operators are federally licensed.

Street Lights – Dept 424

Mr. Boudreau indicated that the Street Lights line was unchanged from FY23 and supported the electricity costs of the lights.

Mr. Kelly noted that several poles were ‘condemned’ and Xfinity personnel would not climb it if it had a red x. Mr. Boudreau responded that the poles are owned by National Grid and he could reach out to them about a specific pole.

Workers Compensation – Dept 912

Mr. Boudreau stated that the Workers Compensation budget was unchanged from FY23 at \$210,000 from the Financial Forecast Committee and the current fund balance was \$917,000.

Unemployment – Dept 913

Mr. Boudreau indicated the Unemployment line was unchanged from FY23 based on the Financial Forecast Committee recommendation.

Mr. Kelly asked about the fraudulent claims and Ms. Holt replied that the HR Directors for the

School Department and town departments reached out to each filer to verify their claims and that eliminated most of the fraud.

Border Street Easement Update

Mr. Boudreau relayed that Ms. Canfield had met with the new owners relevant to granting an easement and walked the property.

Mr. Gilmore asked if there was a tax benefit and Mr. Boudreau said not really. Mr. Gilmore asked for confirmation that the easement had not been obtained prior to the purchase and Mr. Boudreau confirmed. Mr. Boudreau noted that after the purchase that one of the owners sold their property. Ms. Ferguson stated that there was a guarantee of the easements and it did not happen. Mr. Kelly asked why Town Counsel is not settling these issues prior to town meeting voting on these properties. Mr. Boudreau said that the sellers backed out on the Mordecai Lincoln and refused to sign the purchase and sale agreement. He noted that the property was going to need a lot of work including a septic system, tree work and the contents of the buildings need to be appraised and evaluated and those items will be coming through CPC projects.

Other Business

Mr. Gilmore asked if there was a meeting next week and Ms. Holt confirmed. Ms. Ferguson asked if the Economic Development Commission could provide a report of how they had spent their budgets over the past decade and Mr. Gilmore asked Ms. Holt to relay that request.

Ms. Metro joined the meeting.

Mr. Kelly made a motion to adjourn the meeting which was seconded by Ms. Russo at 7:53 p.m.; the Committee; voted unanimously in favor (7-0) by roll call vote; Mr. Gilmore-yes, Mr. Kelly-yes, Ms. Ferguson-yes, Ms. Seidel-yes, Mr. McGuiggin-yes, Ms. Metro-yes and Mr. DiCosimo-yes

Respectfully Submitted,

Nancy Holt
Recorder