

TOWN OF SCITUATE
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Advisory Committee Meeting Minutes
Monday, June 28, 2021
Zoom Video/Audio Conference – 6:00 pm

Pursuant to Chapter 20 of the Acts of 2021, Scituate Advisory Committee Members will hold the June 28, 2021 meeting via Zoom Video and/or Audio (Dial-for those with only phone access). All participants will participate remotely.

The Advisory Committee would like to thank Scituate TV for their assistance in scheduling this meeting.

Committee Members Present: Jerry Kelly; Chair, Dan McGuiggin, Jamie Gilmore, Elise Russo, and Missy Seidel

Committee Members Not in Attendance:
Lincoln Heineman, Michael Westort, Patrice Metro and Lynda Ferguson

Also in Attendance: Nancy Holt, Finance Director/Town Accountant; Alfred Elliott, Deputy Fire Chief; Pam Avitabile, Treasurer Collector

Mr. Kelly called the meeting to order at 6:05 p.m. Mr. Kelly made a motion to accept the agenda which was seconded by Mr. Gilmore and voted unanimously in favor (5-0) by roll call vote; Mr. Kelly-yes, Mr. McGuiggin-yes, Ms. Russo-yes, Ms. Seidel-yes and Mr. Gilmore-yes.

Ms. Holt explained to the Committee that the transfers before them had been voted positively by the Select Board at their June 22, 2021 meeting with one amendment. She proceeded to present the year-end transfers for FY 2021 beginning with Widows Walk Enterprise. She noted that the increased sales volume at the course had resulted in an increased cost for credit card fees and the POS system which was not budgeted as it was required due to COVID protocols. The proposed transfer would be from payroll savings and be credited to the Technical Services line item in the amount of \$15,000. The emergency reserve of \$15,000 would remain untouched.

Mr. Gilmore made a motion to approve the transfer which was seconded by Ms. Seidel and voted unanimously in favor (5-0) by roll call vote; Mr. Kelly-yes, Mr. McGuiggin-yes, Ms. Russo-yes, Ms. Seidel-yes and Mr. Gilmore-yes.

Ms. Holt then presented the general fund proposed year-end transfers. A transfer from a premium rebate in the Contributory Group Insurance line was proposed to be transferred to the OPEB Liability line in the amount of \$100,000. She explained that the original proposed amount was \$206,158 but it had been reduced to \$100,000 by the Select Board due to their concern that there were other repair, maintenance and capital needs across the town for those funds so they voted to fund the OPEB liability but at a lower rate.

Mr. Kelly expressed concern about the reduction and thought it ill advised which was echoed by other members. **He made a motion to not approve the year-end transfer to the OPEB liability line in the amount of \$100,000 which was seconded by Mr. Gilmore.** Ms. Russo noted that since it was a rebate on the health insurance costs it made sense for the funds to be transferred to the underlying liability. Ms. Holt noted that additional allocations to the OPEB liability could be made at a subsequent town meeting as was done at the November 2020 special town meeting in the amount of the room occupancy revenues. Mr. Gilmore noted that there was additional money being turned back that could also be applied to the liability. **The Committee voted unanimously in favor (5-0) of not supporting the \$100,000 transfer by roll call vote; Mr. Kelly-yes, Mr. McGuiggin-yes, Ms. Russo-yes, Ms. Seidel-yes and Mr. Gilmore-yes.**

Ms. Holt provided an explanation of two transfers proposed from Police Department unused salary amounts due to vacancies to offset an unexpected \$9,533 cost to recover data from the antiquated records system after a server failure and \$50,000 to provide a third cruiser which was removed from the FY21 budget as part of the reductions made for the June 2020 town meeting.

Ms. Holt then moved onto transfers from the unused seasonal salaries for the DPW Highway and Public Grounds departments due to the pandemic in summer 2020 which was proposed to be allocated to the DPW roads and seawalls account for roadwork. Funds from this account had been utilized to support the site work at the new Humarock fire station.

Ms. Holt explained that the final three proposed transfers were for the Fire Department from their unused salary budget due to vacancies. The first was for \$18,155 to provide initial outfitting to six new firefighters which would finally fully staff the department and the second was \$3,000 for the 5% town share grant match for a Firefighter Assistance grant received for equipment. The third was \$16,856 to make repairs to the ladder truck for corrosion. She explained that the truck was still in the 50% warranty period so the repairs were only at 50% but if the town were to wait until a fall special town meeting the warranty amount would drop to 25% or a loss of \$8,428.

Mr. Kelly made a motion to approve transfers #2-8 inclusive which was seconded by Mr. Gilmore and voted unanimously in favor (5-0) by roll call vote; Mr. Kelly-yes, Mr. McGuiggin-yes, Ms. Russo-yes, Ms. Seidel-yes and Mr. Gilmore-yes.

Other Business

Mr. Kelly asked Ms. Holt to provide an update on FEMA matters. She noted that the Plymouth County Commissioners had approved their final three claims for CARES Act Coronavirus Relief

Funds which exhausted their \$2.8M allocation through that program. She further noted that the FEMA subsidized infrastructure repairs from the four legacy disasters continue to move forward slowly with the cobble berm having been completed and submitted for reimbursement and the repair work at Peggotty Beach parking lot almost completed.

Mr. Kelly asked the members to contemplate nominations for re-organization of the Committee at the next meeting.

Discussion relevant to the venue for future meetings ensued as Mr. Kelly explained that remote meetings had been authorized to continue through April 2022. Mr. Gilmore noted that remote meetings were efficient but he could support either option. Ms. Seidel requested clarification if the meeting had to be either fully remote or fully in person which was answered by Mr. Kelly that it could not be a combination. She noted that she was fine continuing to meet remote as most of her tenure on the committee had been under the COVID protocols. Ms. Russo commented that she found Zoom to be more efficient but was open to however the other members wanted to proceed. Mr. McGuiggin stated he also found Zoom led to better attendance though he missed the community of the in-person meetings.

Mr. Kelly made a motion to meet virtually through April 2022 which was seconded by Mr. Gilmore and voted unanimously in favor (5-0) by roll call vote; Mr. Kelly-yes, Mr. McGuiggin-yes, Ms. Russo-yes, Ms. Seidel-yes and Mr. Gilmore-yes.

Ms. Holt asked Mr. Kelly if she should post another meeting for the night of the Select Board's reconsideration of the OPEB liability year-end transfer. Mr. Kelly noted that as it was an in-person meeting he would attend to explain the Committee's concerns.

Mr. Kelly made a motion to approve the transfer from the Contributory Group Insurance line to the OPEB Liability line in the amount of \$206,158 as originally proposed which was seconded by Mr. Gilmore and voted unanimously in favor (5-0) by roll call vote; Mr. Kelly-yes, Mr. McGuiggin-yes, Ms. Russo-yes, Ms. Seidel-yes and Mr. Gilmore-yes.

Mr. Kelly made a motion to adjourn the meeting which was seconded by Ms. Seidel at 6:45 p.m.; the Committee voted unanimously in favor (5-0) to adjourn by roll call vote; Mr. Kelly-yes, Mr. McGuiggin-yes, Ms. Russo-yes, Ms. Seidel-yes and Mr. Gilmore-yes.

Respectfully Submitted,

Nancy Holt
Recorder