

MEETING MINUTES
FINANCIAL FORECAST COMMITTEE
ZOOM Video/Audio Conference
Monday, July 11, 2022; 5:30 PM

Pursuant to Chapter 20 of the Acts of 2021 and Chapter 22 of the Acts of 2022, Financial Forecast Committee Members held the July 11, 2022 meeting via Zoom Video and/or Audio (Dial-in for those with only phone access). All participants participated remotely.

In Attendance: Tony Vegnani, Chair and Select Board Chair; Jim Boudreau, Town Administrator; Nancy Holt, Finance Director/Town Accountant; Joe DiVito, Director of Assessing; Bob Dutch, Director of School Finance & Business; Peter Gates, School Committee; Chris Carchia, Capital Planning Committee Chair; Jamie Gilmore, Advisory Committee Chair; Pam Avitabile, Treasurer Collector; and Bill Burkhead, Superintendent of Schools

Members Not Present:

The meeting was called to order at 5:31 PM by Mr. Vegnani.

Ms. Avitabile made a motion to accept the agenda which was seconded by Mr. Carchia and voted unanimously in favor (9-0) by roll call vote; Mr. Boudreau-yes, Mr. Vegnani-yes, Ms. Holt-yes, Mr. DiVito-yes, Mr. Carchia-yes, Dr. Dutch-yes and Mr. Gates-yes, Ms. Avitabile-yes and Mr. Burkhead-yes.

Review/Approve Minutes

Mr. Burkhead made a motion to accept the minutes of the February 16, 2022 meeting which was seconded by Mr. Divito. The motion was approved (8-0-1) by roll call vote; Mr. Boudreau-yes, Mr. Vegnani-yes, Ms. Holt-yes, Mr. DiVito-yes, Mr. Carchia-yes, Dr. Dutch-yes, Mr. Gates-yes, Ms. Avitabile-abstain and Mr. Burkhead-yes.

SCHEDULED ITEMS:

Discuss/Vote Potential FY23 Revisions to Forecast

Ms. Holt noted the need for the meeting was due to the September 19, 2022 special town meeting and some FY23 budget lines such as fuel and electricity which were not going to be sufficient as voted in April due to outside factors. She stated that on the Town side, the additional amount sought for these two line items was \$185,000. She stated that the Senate version of the FY23 State budget had been released and that increased the net available state aid by \$139,197 which when apportioned 66.67%/33.33% per our formula would be \$92,803 for the School Department and \$46,394 for the Town departments. She also stated that Mr. DiVito had updates on the estimated FY23 new growth that could support a revision of the estimate in

the current adopted forecast if the members saw fit.

Mr. DiVito stated his revised estimate for new growth is \$1.6M. He noted the drivers for the increased amount are the Seaside, Drew project on Driftway, Herring Brook on 3A and Stockbridge Landing projects. Mr. Vegnani confirmed that this was the FY23 new growth estimate and asked Ms. Holt for the FY22 actuals and she said it was \$1,575,759. She noted that the change of those two assumptions would provide \$185,537 for the Town departments and \$371,231 for the School Department. She further stated that the School Department could use a portion of those funds to increase the balance in the SPED Reserve Fund.

Dr. Dutch stated that the School Department was feeling the same strain in those budget areas as well as an additional \$50,000 for the bus lease which came in high. He was unsure if they needed the full \$371,231. Mr. Burkhead said that growing the SPED account for a rainy day would be a wise decision.

Ms. Holt shared her screen showing the change to the forecast if the Senate state aid numbers were incorporated as well as a change of new growth from \$1M to \$1.2M. Mr. Gates asked to confirm the amount available with those changes and agreed that putting some in the SPED Reserve Fund was a good consideration. Mr. Gates asked how the fund was being invested and Ms. Holt referred it to Ms. Avitabile. Ms. Avitabile responded that she puts the funds in a protected account and she has seen 1.7% but not as high as 2.0%. Mr. Gates noted that a 6 month Treasury bill is seeing a return of 2-2.5%.

Mr. Vegnani asked Dr. Dutch about the amount needed for their electricity budget and Dr. Dutch responded he would have to look deeper at the trends. Mr. Vegnani asked Ms. Holt which version of the state budget was reflected and the amount of the increase. She replied it was the Senate version at \$137,000. Mr. Boudreau responded that the Senate number should be reliable as the economy was going well. Dr. Dutch provided an update that the \$150,000 would be sufficient for their additional costs.

Mr. Gates stated that the \$1.2M was conservative and asked for clarification on what would happen if the state aid came in higher. Ms. Holt responded the additional amount would go to the Stabilization Fund per the town meeting vote. Ms. Holt stated there was a transfer to reserve article on the special town meeting warrant already if the School Department chose to put funds into the SPED Reserve Fund.

Mr. Boudreau made a motion to amend the forecast for the Senate version of the state aid and revise new growth from \$1M to \$1.2M which was seconded by Mr. Carchia. The motion was approved (9-0) by roll call vote; Mr. Boudreau-yes, Mr. Vegnani-yes, Ms. Holt-yes, Mr. DiVito-yes, Mr. Carchia-yes, Dr. Dutch-yes, Mr. Gates-yes, Ms. Avitabile-yes and Mr. Burkhead-yes.

Other Business

Ms. Holt informed the members that Select Board may be voting the FY24 budget calendar at their July 12th meeting which would expedite the budget process for FY24. Mr. Vegnani

confirmed the

Adjournment

Mr. Carchia made a motion to adjourn the meeting at 5:48 PM which was seconded by Mr. Gates and voted unanimously (9-0) by roll call vote; Mr. Boudreau-yes, Mr. Vegnani-yes, Ms. Holt-yes, Mr. DiVito-yes, Mr. Carchia-yes, Dr. Dutch-yes, Mr. Gates-yes, Ms. Avitabile-yes and Mr. Burkhead-yes.

Respectfully Submitted,

Nancy Holt
Recorder