

Finance Committee Meeting March 16<sup>th</sup>, 2022, 7:30 PM EST  
Veterans Memorial Building – Room #229  
Millis, MA 02054

In Attendance:

Peter Berube-Chair  
Jodie Garzon-Vice Chair  
Peter Underhill- Clerk  
Joyce Boiardi  
John Loer  
Cathy MacInnes  
John Steadman  
Sara Reyes

Chair Peter Berube called the Finance Committee to order at 7:30pm

**P. Kayo- Council on Aging**

P. Kayo presented her budget plan for FY23 and reviewed upcoming budget changes and requests.

- COA is requesting that 9 hours a week be added to an existing part time position. This will allow all vehicles to be used to transport seniors, under current staffing levels vehicles are not used due to short staff 2 days a week. There is also an existing proposal to have an FTE added instead that hasn't been decided on by the Select Board, their final recommendation will be in the warrant

**L. Hardin- Town Clerk**

L. Hardin presented her budget plan for FY23 and reviewed upcoming budget changes and requests

- Additional funds are requested because there are 5 elections this year, September Primary, November Election, Fall Town Meeting, Town Election, and Spring Town Meeting

- L. Hardin was asked why the last time there 5 elections (2021) were there wasn't a similar increase. She responded that there are grants that offset these costs not reflected in the budget
- This was confirmed by Carol Johnson
- Finance Committee asked for grant amounts for elections be added to the budget and be resubmitted
- L. Hardin is asking for additional funds for dog licensing software to match Medway's, since we share an ACO. This will also allow residents to pay online instead of mailing in a check
- L. Hardin is requesting an additional \$30,000 stipend for her work as Town Clerk.
  - There was a study done, and the report said there were enough hours to do the work in the office, but they were not distributed properly. The report was not submitted.
  - L. Hardin reported that the 5.6 hours a week she submitted in the budget report is not accurate, she works 10 hours a week. With the additional \$30,000, she would work 20 hours a week

#### **T. Gonsalves- Board of Assessors**

T. Gonsalves presented the budget plan for FY23 and reviewed upcoming budget changes and requests.

- Additional budget request for education and training, Board is in year 2 of a 2-year certification. This must be done every 5 years.
- Additional budget request for data cloud equipment for work in the field, this will be an annual recurring cost

#### **J. Steadman- Conservation Commission**

J. Steadman presented the budget plan for FY23 and reviewed upcoming budget changes and requests.

- Additional budget request for a summer intern to clear the trails. This worker would answer to the DPW with the 4 other interns. 20% of all 5 interns would be dedicated to conservation land. Doing this would also make all DPW equipment available if needed

#### **C. Johnson- Finance Director**

- C. Johnson passed out and reviewed the 5-year budget forecast, and informed the committee how the free cash amounts are calculated
- C. Johnson informed the committee that the stabilization fund is slightly above the 5% target
- Finance Committee asked for a debt schedule and more detailed reports
- There was discussion that there are 2 years remaining of HCA income, and those amounts would be less than previous years due to more dispensaries opening in the area,

The Finance Committee discussed upcoming schedules, and how the 27 articles would be reduced by moving some of the articles within operational budgets.

Finance Committee members were instructed to pull up the draft warrant and pick which articles they would like to present by the next meeting

The Select Board will be attending the next Finance Committee meeting and holding a Meeting at the same time on March 23<sup>rd</sup>, 2022.

Joyce Boiardi made a motion to approve the amended minutes from March 2<sup>nd</sup>, John Steadman seconded.

Roll call vote: Peter Berube- aye, Joyce Boiardi- aye, Jodie Garzon-abstain, John Loer- aye, Cathy MacInnes- aye, John Steadman- aye, Sara Reyes-aye, Peter Underhill- aye.

Motion carries

Joyce Boiardi made a motion to approve the amended minutes from February 16<sup>th</sup>, Sarah Reyes seconded.

Roll call vote: Peter Berube- abstain, Joyce Boiardi- aye, Jodie Garzon-aye, John Loer- aye, Cathy MacInnes- aye, John Steadman- aye, Sara Reyes-aye, Peter Underhill- aye.

Motion carries

Joyce Boyardi made a motion to adjourn the meeting, John Steadman seconded.

Roll call vote: Peter Berube- aye, Joyce Boiardi- aye, Jodie Garzon-aye, John Loer- aye, Cathy MacInnes-aye, John Steadman- aye, Sara Reyes-aye, Peter Underhill- aye.

Motion carries unanimously

Meeting is adjourned