



## **Finance Committee**

Meeting Minutes

March 3, 2020

7:30 PM

Acton TV Studios

**Present:** Christi Andersen, Roland Bourdon, Jason Cole, Tom Farley, Mike Majors, Adam Nolde (Associate), Steve Noone, Sahana Purohit, Christine Russell, Dave Wellinghoff

**Absent:** Al Vlajinac (Associate)

### **1. Opening**

Vice Chair Christi Andersen opened the meeting at 7:30 pm

This meeting was recorded by Acton TV.

### **2. Public Participation**

There was no public participation.

### **3. Community Preservation Committee**

CPC Chairman Ray Yacoubi presented on Warrant Article 8 which allocates CPC funding to various purposes and projects. CPC member Walter Foster assisted in the discussion.

- There was \$2,000,000 in requests but only \$1,500,000 available to allocate.
- Community Housing, Historic, & Open Space have statutory funding requirements.
- Open Space typically has a higher allocation. With no pending purchases money was put towards the need from Housing this year.
- John Mangiaratti spoke to further clarify the CPC funding for the 53 River St Dam.
  - \$120,000 will be for dam removal assessment & design.
  - \$112,000 grant from Municipality Vulnerability Preparedness Program will be used in conjunction with allocated money.
  - To avoid confusion, rewording of Town Meeting slideshow was requested along with grant wording removal from Warrant Article.

Tom Farley made a motion to recommended Warrant Article 8. The motion was seconded and approved.

### **4. 2<sup>nd</sup> Quarter Results**

Brian McMullen Assistant Finance Director went over the Town's 2<sup>nd</sup> Quarter financial results. The results and supporting documentation can be found on the Town's Website in the Budget section.

- Everything seems to be on track. No current concerns or early warning indicators.
- Target amount from past Annual Town Meeting was \$97,400,000. 2<sup>nd</sup> Quarter ended at \$47,500,000. 49%
- ALG reached a consensus on the numbers going into the next Annual Town Meeting.



- Schools went out for bonds afterward & Town to follow. Those numbers will not affect net position on ALG plan but will reduce taxation.

## 5. Annual Town Meeting Warrant Articles

### Warrant Article 3 – Kelley’s Corner Infrastructure

Town Manager John Mangiaratti gave a presentation on Warrant Article 3 which included updates since the design funds were approved in April 2019 and a projected timeline to construction in 2022.

- Presentation amount for land acquisitions was \$1.2 million, but warrant article lists \$1.3 million. Appraisals were just finalized, may reduce requested amount but will not exceed \$1.3 million.
- Pedestrian light poles in design process are a non-participating item. Will be voted on at next year's Town Meeting. Focusing on core need to get project out to bid. If town doesn't support, will still go forward with project. Possibility that unused design funds can be appropriated for this purpose.
- Land acquisition from property owners is a well-defined process. Work with property owners based off of a just compensation appraisal. Contingency funds can be used if needed.
- \$300,000 in contingency based off of 75% drawings, but do not expect any major changes in size of right of way. Drawings have already been reviewed by utilities and all design funds have not been expended yet.
- Road opening policy will be reviewed for assurance that road will not be dug up in the near future, after all of the work is completed.

Christi Andersen made a motion to recommended Warrant Article 3. The motion was seconded and approved.

### Warrant Article 2 – Town Operating Budget

The Committee voted on this article without further discussion as it had already been presented on at a prior meeting. Roland Bourdon made a motion to recommended Warrant Article 3. The motion to recommend was seconded and approved.

### Warrant Article 4 – Town Capital-Sidewalk Program

Adam Nolde researched this article and found no reason not to recommend. The Town has a good track record with completing sidewalk project deemed high priority. He made a motion to recommend Warrant Article 4. The motion to recommend was seconded and approved.

### Warrant Article 6 – Acton-Boxborough Regional School District Assessment

Christine Russell made a motion to recommended Warrant Article 6, but withdrew her recommendation pending updated warrant amounts. The School Committee will be voting on finalized numbers at their next meeting as a result of the recent bonding.

### Warrant Article 7 – Minuteman Regional School District Assessment

Mike Majors moved to recommend Warrant Article 7 which was discussed at the last Finance Committee meeting. A School representative will be asked to present at Town Meeting



specifically to show how the cost per pupil is calculated in comparison to other members of the district. The motion to recommend was seconded and approved with Jason Cole abstaining.

**Warrant Articles 11 &12 – Lease Authorization -19-21 Maple Street & Home Rule Petition – Use of Lease Proceeds to Offset Debt Payments**

Christi Andersen made a motion to recommended Warrant Articles 11 & 12, but withdrew her recommendation pending a Board of Selectmen vote on Warrant Article 12. She moved to recommend only Article 11 at this time. The motion to recommend was seconded and approved.

**Warrant Article 15 – Rescind Borrowing Authorization**

Steve Noone moved to recommend Article 15. The motion to recommend was seconded and approved. It was requested that the amount of the unissued balance be added to the final warrant.

**Warrant Article 17 – Commuter Lot & Station Maintenance**

Dave Wellinghoff made a motion to recommend Article 17. Fund balance is growing year over year. A question was made as to why they need to allocate any expenses. As a special revenue fund town meeting vote is required to authorize use of revenues to cover expenses. The motion to recommend was seconded and approved.

**Warrant Article 18 – Septage Disposal Enterprise Budget**

In light of Brian McMullen's earlier presentation, Roland Bourdon motioned to recommend Article 18. The motion was seconded and approved.

**Warrant Article 19 – Transfer Station & Recycling Enterprise Budget**

John Mangiaratti and Brian McMullen clarified that this program is usually self-funding, but in FY 21 there will be some one-time expenditures such as the purchase of a roll-off truck which will require additional funds. Christi Andersen moved to recommend Article 19. The motion was seconded and approved.

**Warrant Article 20 – Sewer Enterprise Budget**

Christine Russell moved to recommend Article 20. Brian McMullen explained that the trend in reduction of the fund balance is due to previously made debt service schedules and FY 21 funding. Budget in the 5 year plan will come down. The motion to recommend was seconded and approved.

**Warrant Article 21 – Ambulance Enterprise Budget**

Adam Nolde moved to recommend Article 21. There was no further discussion. The motion to recommend was seconded and approved.

**Warrant Article 22 – Transportation Enterprise Budget**

Sahana Purohit moved to recommend Article 21. Budgeted expenses have gone down because the Town is trying to refine services and mitigate expenses. The motion to recommend was seconded and approved.



#### Warrant Article 23 – Revolving Fund Budgets

Roland Bourdon made a motion to recommend Article 23. There was no further discussion. The motion was seconded and approved.

#### **6. Finance Committee Business**

##### **A. Approval of meeting minutes**

There were no meeting minutes approved.

##### **B. Committee Liaison Reports**

There were no liaison reports discussed.

#### **7. Adjournment**

At 9:49 pm, it was moved and seconded to adjourn the meeting.

#### **Documents and Exhibits Used During this Meeting**

CPC Slideshow

2<sup>nd</sup> Quarter Results

Kelley's Corner Slideshow

Town Meeting Warrant

Respectfully submitted,

Finance Committee