



Board/Committee Name: Finance Board
 Date: April 5, 2023
 Time: 5:00 p.m.
 Location: Town Hall – Main Meeting Room
 183 Main Street, Groveland, MA 01834

Present:

Board Members: Ruth Rivard, Sarah McGrath, Melissa Baker, Jim Scanlon, Alexander Woods and Bill O’Neil (Arrived at 5:08)

Absent Members: None

Other Attendees: Rebecca Oldham, Town Administrator, Ellen Petrillo, Town Accountant

Opening:

The regular meeting of the Finance Board was called to order at 5:05 p.m. on April 5, 2023 by Ruth.

Review and Vote Recommendations for Annual Town Meeting Warrant Articles:

The Finance Board reviewed and voted on the Draft 2023 Town Meeting Warrant. A summary are as follows:

Article # in Draft Warrant	Article Subject	Motion	Motion Made By	Motion Seconded By	Finance Board Vote
1	Transfer from Free Cash Account (\$50,000) to Snow and Ice Account	Recommend Favorable Action	Sarah	Ruth	Yes – Unanimous
2	Petition for and apportionment of Chapter 90 funds	Recommend Favorable Action	Melissa	Sarah	Yes – Unanimous
3	Implementation of Weights and Measures fees	Recommend Favorable Action	Melissa	Sarah	Yes – Unanimous
4 & 5	Land easements	Not Applicable to Finance Board			
6	Conversion of the Board of Assessors to an appointed board	To make Warrant Article	Sarah	Ruth	Yes – 5-1-0 (Bill)
		Recommend Favorable Action	Ruth	Sarah	Yes – 4-2-0 (Jim and Bill)

Article # in Draft Warrant	Article Subject	Motion	Motion Made By	Motion Seconded By	Finance Board Vote
7 & 8	Sprinkler systems in lodging/boarded/rehabilitated multi-family dwellings	Not Applicable to Finance Board			
9	Establishment and spending limits for revolving funds	Recommend Favorable Action	Bill	Melissa	Yes – Unanimous
Proposed New Article	Authorize transfer of balance and any remaining balance in the Conservation Fee Account that will no longer be utilized	Recommend Favorable Action pending approval by Legal Counsel	Sarah	Bill	Yes – Unanimous
10 to 20	Updates to General Bylaws	Not Applicable to Finance Board			
21	Appropriation of Community Preservation Revenues	Recommend Favorable Action	Bill	Sarah	Yes – Unanimous
22	Community Trail UTV	Recommend Favorable Action	Bill	Sarah	Yes – Unanimous
23	Washington Hall Paving and Hydroseeding	Recommend Favorable Action	Bill	Sarah	Yes – Unanimous
24	Skatepark at Pines Recreation Area	Recommend Favorable Action	Sarah	Bill	Yes – Unanimous
25	Splashpad at Pines Recreation Area	Recommend Favorable Action	Bill	Sarah	Yes – Unanimous
26	Tennis/Pickleball Court at Pines Recreation	Recommend Favorable Action	Sarah	Bill	Yes – Unanimous
27	Parking Creation at Shanahan Fields	Recommend Favorable Action	Bill	Jim	Yes – 5-0-1 (Sarah abstained)
28	Planting, Maintaining, and Preserving Historic Trees	Recommend Favorable Action	Sarah	Bill	Yes – 4-2-0 (Jim and Bill)
29	Basketball Court Restoration/Reconstruction at Washington Park	Recommend Favorable Action	Bill	Sarah	Yes – Unanimous
30	Rehabilitation of Lucile’s Cottage Phase 2	Recommend Favorable Action	Sarah	Bill	No – 0-5-0
31	Riverview Cemetery Monument Restoration	Recommend Favorable Action	Bill	Sarah	Yes – Unanimous
32	Visioning and Feasibility Plan for Veasey Memorial Park	Recommend Favorable Action	Sarah	Bill	Yes – Unanimous
33	Transfers from Groveland Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce FY2024 tax rate	Recommend Favorable Action	Melissa	Sarah	Yes – Unanimous

Article # in Draft Warrant	Article Subject	Motion	Motion Made By	Motion Seconded By	Finance Board Vote
34	Transfers from Free Cash to Stabilization (\$50,000), Capital Stabilization (\$50,000), Municipal Building Improvements (\$50,000), MS4 Stormwater Permit (\$25,000) and Personnel Buy Back (\$11,000) accounts and fund capital projects (\$289,932)	Recommend Favorable Action	Sarah	Bill	Yes – Unanimous
35	Transfer from Stabilization Fund account (\$285,000) to offset negative balance in Eastern Bank Vendor Payment Account	Recommend Favorable Action	Sarah	Ruth	Yes – Unanimous
36	Appropriate or transfer from PEG Access and Cable Related Fund (\$250,000) to fund access services, supplies, and equipment	Recommend Favorable Action	Sarah	Bill	Yes – Unanimous
37	Appropriate bond premiums (\$5,625) to pay costs from utilization bonds	Recommend Favorable Action	Sarah	Bill	Yes – Unanimous
38	Transfer from Sewer Enterprise Department Retained Earnings (\$165,000) to fund SCADA System Upgrade	Recommend Favorable Action	Sarah	Bill	Yes – Unanimous
39	Transfer from Water Enterprise Department Retained Earnings (\$520,000) to fund SCADA System Upgrade (\$135,000) and to fund Lead Service Line Replacement Plan Phase 1 (\$385,000)	Recommend Favorable Action	Bill	Sarah	Yes – Unanimous
40	Bond funding for new water supply source or sources	Recommend Favorable Action	Bill	Sarah	Yes – Unanimous
41	Water Department Salaries and Expenses	Recommend Favorable Action	Sarah	Bill	Yes – Unanimous
42	Sewer Department Salaries and Expenses	Recommend Favorable Action	Bill	Sarah	Yes – Unanimous
43	Override for Pentucket Regional School District assessment	Not Applicable to Finance Board			
44	FY2024 Budget	Reopen discussion on omnibus budget	Melissa	Sarah	Yes – Unanimous

Article # in Draft Warrant	Article Subject	Motion	Motion Made By	Motion Seconded By	Finance Board Vote
44 (cont'd)	- Board of Assessors	Software & License expense change from \$7,520 to \$7,250	Sarah	Melissa	Yes – Unanimous
	- Economic Development, Planning & Conservation	Add back Admin salary at \$11,362 to bring Department total to \$110,564	Melissa	Ruth	Yes – 4-0-1 (Bill absent from vote)
	- Municipal Buildings	Town Décor expense change from \$8,000 to \$7,500	No vote necessary as change is in line with previous vote by Finance Board.		
	- Fire Department	Call Firefighter Wages expense change from \$124,400 to \$124,440	Ruth	Sarah	Yes – 5-0-0
	- Highway	Machinery expense change from \$37,100 to \$32,000 to bring Department total to \$909,142	Sarah	Ruth	Yes – 5-0-0
	- Debt Service	Short Term Principal changed by \$104 to bring total to \$376,444	Melissa	Sarah	Yes – 5-0-0
	- Grand Total Expenses	Inclusive of changes noted above, the total is \$21,803,462	Melissa	Sarah	Yes – 5-0-0
45	Fix salaries/compensation	Recommend Favorable Action	Sarah	Melissa	Yes – Unanimous
46	Decrease size of Board of Selectmen from 5 to 3 members	Recommend Unfavorable Action	Melissa	Bill	Yes – Unanimous

Meeting Minutes:

Melissa noted that the minutes from the March 1, 2023 meeting had been distributed for review and no comments had been received. Bill made the motion to approve the minutes, which was seconded by Sarah. The motion was unanimously approved.

Discuss Finance Board Information to Annual Town Meeting:

Ruth noted the starting point will be updating the usual charts, but we also need to put together a letter to the Annual Town Meeting. Ruth noted that it will be a difficult letter this year due to the override and the differing views on it. Jim noted there is not much that can be cut from the town's budget should the override fail and more needs to be done to put pressure on the legislature to look at the funding formulas. Rebecca noted that there has been more discussion with the school administrators and other regional school districts. She also noted that the town will have an online budget portal to get information out to the residents and will allow the residents to submit questions to help make an educated decision. It was noted that it is important to make sure residents understand that it is a multi-step process with approval needed at both the Annual Town Meeting and at the ballot.

Next Meeting and Agenda:

The next meeting is scheduled for April 24, 2023 at 6:00 p.m. at the Dr. Elmer S. Bagnall Elementary School.

Adjournment:

A motion to adjourn the meeting was made by Bill, seconded by Sarah, and approved unanimously. The meeting was adjourned at 7:24 p.m. by Ruth.

Minutes prepared by: *Melissa Baker*

Minutes approved on: July 12, 2023

Meeting Materials:

1. Draft 2023 Town Meeting Warrant
2. Draft March 1, 2023 Meeting Minutes