

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:

<u>Board Members:</u> 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)	

Arthuc Subject Short By By Warrant Rithuc Subject Sprinkler systems in lodging/boarding/rehabilitated multi-family dwellings	Article # in Draft	Autialo Subject	Motion	Motion Made	Motion Seconded	Finance Board	
Not Applicable to Finance Board Indigging/boarding/rehabilitated multi-family dwellings		Article Subject	Motion			Vote	
multi-family dwellings Establishment and spending limits Favorable Action Favorab	7 & 8	Sprinkler systems in	· ·				
Proposed Authorize transfer of balance and favorable Action Proposed Authorize transfer of balance and any remaining balance in the Conservation Fee Account that will no longer be utilized Pavorable Action pending approval will no longer be utilized Pavorable Action pending approval by Legal Counsel		lodging/boarding/rehabilitated					
For revolving funds Favorable Action Proposed Authorize transfer of balance and New any remaining balance in the Article Conservation Fee Account that will no longer be utilized by Legal Counsel conservation Revenues Favorable Action Favorable Action Preservation Revenues Favorable Action Favorable Action Favorable Action Favorable Action Preservation Revenues Favorable Action		multi-family dwellings					
Proposed New any remaining balance and Article Conservation Fee Account that will no longer be utilized Surginary Preservation Pr	9	Establishment and spending limits	Recommend	Bill	Melissa	Yes – Unanimous	
New Article any remaining balance in the Conservation Fee Account that will no longer be utilized Favorable Action pending approval by Legal Counsel Not Applicable to Finance Board 21 Appropriation of Community Preservation Revenues Recommend Favorable Action Bill Sarah Pes – Unanimous 22 Community Trail UTV Recommend Favorable Action Bill Sarah Pes – Unanimous 23 Washington Hall Paving and Hydroseeding Favorable Action Recommend Favorable Action Bill Sarah Pes – Unanimous 24 Skatepark at Pines Recreation Area Favorable Action Area Recommend Favorable Action Bill Pes – Unanimous 25 Splashpad at Pines Recreation Area Favorable Action Area Favorable Action Favorab			Favorable Action				
Article Conservation Fee Account that will no longer be utilized by Legal Counsel 10 to 20 Updates to General Bylaws	Proposed	Authorize transfer of balance and	Recommend	Sarah	Bill	Yes – Unanimous	
will no longer be utilized by Legal Counsel 10 to 20 Updates to General Bylaws 21 Appropriation of Community Preservation Revenues Favorable Action 22 Community Trail UTV Recommend Favorable Action 23 Washington Hall Paving and Hydroseeding Favorable Action 24 Skatepark at Pines Recreation Area Favorable Action 25 Splashpad at Pines Recreation Area Favorable Action 26 Tennis/Pickleball Court at Pines Recommend Favorable Action 27 Parking Creation at Shanahan Fields Favorable Action 28 Planting, Maintaining, and Preserving Historic Trees Favorable Action Recommend Favorable Action 29 Basketball Court Recommend Favorable Action Favorable Action 30 Rehabilitation of Lucile's Cottage Phase 2 Favorable Action 31 Riverview Cemetery Monument Restoration Pavorable Action Recommend Favorable Action Recommend Favorable Action Recommend Favorable Action Restoration Reconstruction at Washington Park Recommend Restoration Reconstruction at Washington Park Restoration Reconstruction Area Recommend Restoration Reconstruction Area Recommend Restoration Reconstruction Recommend Restoration Recommend Recommend Restoration Recommend Favorable Action Recommend Restoration Recommend Recommend Recommend Recommend Recommend Recommend Favorable Action Recommend Favorable Action Recommend Sarah Bill Yes – Unanimous Favorable Action Recommend Favorable		=					
10 to 20	Article		pending approval				
21 Appropriation of Community Preservation Revenues Favorable Action Bill Sarah Yes – Unanimous Favorable Action Favorable Action		_					
Preservation Revenues Favorable Action	10 to 20	-	Not				
Community Trail UTV	21			Bill	Sarah	Yes – Unanimous	
Favorable Action Sarah Yes - Unanimous Yes - Yes - Yes - Yes - Unanimous Yes - Unanimous Yes - Y		Preservation Revenues					
Washington Hall Paving and Hydroseeding Recommend Favorable Action	22	Community Trail UTV	Recommend	Bill	Sarah	Yes – Unanimous	
Hydroseeding Favorable Action 24 Skatepark at Pines Recreation Recommend Favorable Action Pavorable Action Sarah Bill Yes – Unanimous Yes – S-0-1 (Sarah abstained) Yes – Unanimous Ye							
Skatepark at Pines Recreation Area Favorable Action Recommend Favorable Action Sarah Bill Yes – Unanimous	23			Bill	Sarah	Yes – Unanimous	
Area Favorable Action 25 Splashpad at Pines Recreation Area Favorable Action 26 Tennis/Pickleball Court at Pines Recreation Favorable Action 27 Parking Creation at Shanahan Favorable Action 28 Planting, Maintaining, and Preserving Historic Trees Favorable Action 29 Basketball Court Recommend Favorable Action 29 Basketball Court Recommend Favorable Action 20 Rehabilitation of Lucile's Cottage Phase 2 30 Rehabilitation of Lucile's Cottage Phase 2 31 Riverview Cemetery Monument Restoration 32 Visioning and Feasibility Plan for Veasey Memorial Park 33 Transfers from Groveland Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) accounts to reduce) 34 Transfers from Groveland (\$85,000) accounts to reduce) 35 Splashpad at Pines Recreation Recommend Favorable Action 36 Recommend Favorable Action 8 Favorable Action 9 Favorable Action 10 Favorable Action 11 Favorable Action 12 Favorable Action 13 Favorable Action 14 Favorable Action 15 Favorable Action 16 Favorable Action 17 Favorable Action 18 Favorable Action 18 Favorable Action 19 Favorable Action 10 Favorable Action 11 Favorable Action 12 Favorable Action 13 Favorable Action 14 Favorable Action 15 Favorable Action 16 Favorable Action 17 Favorable Action 18 Favorable Action 18 Favorable Action 19 Favorable Action 10 Favorable Action 10 Favorable Action 10 Favorable Action		_					
Splashpad at Pines Recreation Recommend Favorable Action	24	Skatepark at Pines Recreation		Sarah	Bill	Yes – Unanimous	
Area Favorable Action 26 Tennis/Pickleball Court at Pines Recreation 27 Parking Creation at Shanahan Fields 28 Planting, Maintaining, and Preserving Historic Trees 29 Basketball Court Recommend Favorable Action 29 Basketball Court Restoration/Reconstruction at Washington Park 30 Rehabilitation of Lucile's Cottage Phase 2 31 Riverview Cemetery Monument Restoration 32 Visioning and Feasibility Plan for Veasey Memorial Park 33 Transfers from Groveland Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce							
Tennis/Pickleball Court at Pines Recommend Recreation Favorable Action Recommend Favorable Action Sarah Bill Yes – Unanimous	25	Splashpad at Pines Recreation		Bill	Sarah	Yes – Unanimous	
Recreation Favorable Action							
Parking Creation at Shanahan Recommend Favorable Action	26			Sarah	Bill	Yes – Unanimous	
Fields Favorable Action Planting, Maintaining, and Preserving Historic Trees Basketball Court Recommend Washington Park Rehabilitation of Lucile's Cottage Phase 2 Riverview Cemetery Monument Restoration Restoration Recommend Bill Sarah Yes – Unanimous Recommend Pravorable Action Recommend Bill Sarah Bill No – 0-5-0 Favorable Action Recommend Bill Sarah Yes – Unanimous Restoration Recommend Bill Sarah Yes – Unanimous Recommend Bill Sarah Yes – Unanimous Restoration Recommend Bill Sarah Yes – Unanimous Recommend Favorable Action Recommend Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce							
Planting, Maintaining, and Preserving Historic Trees Basketball Court Recommend Favorable Action Restoration/Reconstruction at Washington Park Rehabilitation of Lucile's Cottage Phase 2 Recommend Favorable Action Restoration Recommend Favorable Action	27	1		Bill	Jim		
Preserving Historic Trees Preserving Historic Trees Recommend Restoration/Reconstruction at Washington Park Recommend Phase 2 Recommend Favorable Action Restoration Recommend Favorable Action Restoration Recommend Favorable Action Favorable Action							
Basketball Court Recommend Bill Sarah Yes – Unanimous	28			Sarah	Bill		
Restoration/Reconstruction at Washington Park 30 Rehabilitation of Lucile's Cottage Phase 2 Favorable Action 31 Riverview Cemetery Monument Restoration 32 Visioning and Feasibility Plan for Veasey Memorial Park 33 Transfers from Groveland Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) accounts to reduce Recommend Favorable Action Resommend Favorable Action		9					
Washington Park Rehabilitation of Lucile's Cottage Phase 2 Riverview Cemetery Monument Restoration Visioning and Feasibility Plan for Veasey Memorial Park Transfers from Groveland Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce Recommend Favorable Action Melissa Sarah Yes – Unanimous Yes – Unanimous	29			Bill	Sarah	Yes – Unanimous	
Recommend Sarah Bill No – 0-5-0			Favorable Action				
Phase 2 Riverview Cemetery Monument Restoration 31 Riverview Cemetery Monument Restoration 32 Visioning and Feasibility Plan for Veasey Memorial Park 33 Transfers from Groveland Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce Favorable Action Recommend Favorable Action Recommend Favorable Action Melissa Sarah Yes – Unanimous Favorable Action	30		Recommend	Sarah	Bill	No – 0-5-0	
Restoration Restoration Recommend Favorable Action Visioning and Feasibility Plan for Veasey Memorial Park Transfers from Groveland Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) accounts to reduce Recommend Favorable Action Favorable Action Recommend Favorable Action Sarah Wes – Unanimous Favorable Action	30	_		Surun	Bin	110 050	
Restoration Favorable Action Visioning and Feasibility Plan for Veasey Memorial Park Transfers from Groveland Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce Favorable Action Recommend Favorable Action Recommend Favorable Action Melissa Sarah Yes – Unanimous Favorable Action	31			Bill	Sarah	Yes – Unanimous	
Visioning and Feasibility Plan for Veasey Memorial Park Transfers from Groveland Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce Recommend Favorable Action Recommend Favorable Action Recommend Favorable Action Recommend Favorable Action Favorable Action		_					
Veasey Memorial Park Transfers from Groveland Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce Favorable Action Recommend Favorable Action Favorable Action	32			Sarah	Bill	Yes – Unanimous	
Transfers from Groveland Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce Recommend Favorable Action Recommend Favorable Action		1					
Municipal Electric Department Operation (\$40,000), Overlay Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce	33	-		Melissa	Sarah	Yes – Unanimous	
Operation (\$40,000), Overlay Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce							
Surplus (\$50,000) and Free Cash (\$85,000) accounts to reduce							
(\$85,000) accounts to reduce		1 -					
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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	- Board of Assessors	Software &	Sarah	Melissa	Yes – Unanimous	
(cont'd)		License expense				
		change from				
		\$7,520 to \$7,250				
	- Economic Development,	Add back Admin	Melissa	Ruth	Yes - 4-0-1	
	Planning & Conservation	salary at \$11,362			(Bill absent from	
		to bring			vote)	
		Department total				
		to \$110,564				
	- Municipal Buildings	Town Décor		No vote necessary as change is in line with		
		expense change	previous vote by Finance Board.			
		from \$8,000 to				
		\$7,500				
	- Fire Department	Call Firefighter	Ruth	Sarah	Yes - 5-0-0	
		Wages expense				
		change from				
		\$124,400 to				
		\$124,440				
	- Highway	Machinery	Sarah	Ruth	Yes – 5-0-0	
		expense change				
		from \$37,100 to				
		\$32,000 to bring				
		Department total				
		to \$909,142				
	- Debt Service	Short Term	Melissa	Sarah	Yes – 5-0-0	
		Principal changed				
		by \$104 to bring				
		total to \$376,444				
	- Grand Total Expenses	Inclusive of	Melissa	Sarah	Yes - 5-0-0	
		changes noted				
		above, the total is				
		\$21,803,462				
45	Fix salaries/compensation	Recommend	Sarah	Melissa	Yes – Unanimous	
		Favorable Action				
46	Decrease size of Board of	Recommend	Melissa	Bill	Yes – Unanimous	
	Selectmen from 5 to 3 members	Unfavorable				
		Action				

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