



Board/Committee Name: Finance Board
Date: March 22, 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, Bill O’Neil and Alexander Woods (Remote, left meeting at 6:30)

Absent Members: None

Other Attendees: Rebecca Oldham, Town Administrator, Ellen Petrillo, Town Accountant, Kathleen Kastrinelis, Selectman

Opening:

The regular meeting of the Finance Board was called to order at 5:11 p.m. on March 22, 2023 by Ruth.

Meeting Minutes:

Melissa noted that the minutes from the February 15, 2023 meeting had been distributed for review and no comments had been received. Bill noted that the last sentence in the first paragraph of the Town Accountant Budget Review read strangely. Melissa noted that there was an additional word and the word “noting” needed to be removed. With no other comments, Sarah made the motion to approve the amended minutes, which was seconded by Ruth. The motion was approved 5-0-1 with Bill abstaining due to not attending the meeting.

Review and Vote Recommendations for the FY24 Budget:

Ruth noted that at the last meeting the Finance Board had approved an override of \$1,250,000 but did not vote on the omnibus budget itself. Therefore, that is what needed to be completed. Each of the sections in the budget worksheet draft, which was put together by Rebecca, was reviewed and discussed based on the information gathered during the budget meetings. A summary of the Finance Board’s votes, which was taken by roll call, is as follows:

Budget	Motion	Motion By	Seconded By	Finance Board Roll Call Vote
Moderator & Selectmen	To recommend a Total Moderator budget of \$100 and Total Selectmen budget of \$73,700, for a combined total of \$73,800 as presented by the Town Administrator	Sarah	Jim	5-1 (Bill voted No)
Town Administrator	To recommend a Total Town Administrator budget of \$120,566 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Town Accountant	To recommend a Total Town Accountant budget of \$111,904 as presented by the Town Administrator	Sarah	Melissa	Unanimous Approval
Assessor	To recommend a Total Assessor budget of \$146,892 as presented by the Town Administrator	Sarah	Jim	Unanimous Approval
Treasurer	To recommend a Total Treasurer budget of \$184,402 as presented by the Town Administrator	Sarah	Jim	Unanimous Approval
Town Counsel	To recommend a Total Town Counsel budget of \$65,000 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Technology*	To recommend a Total Technology budget of \$130,666 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
		Melissa	Bill	5-0-1 (Ruth abstained)
Town Clerk	To recommend a Total Town Clerk budget of \$140,559 as presented by the Town Administrator	Sarah	Jim	Unanimous Approval
Economic Development, Planning and Conservation	To recommend a Total Economic Development, Planning and Conservation budget of \$99,203 as presented by the Town Administrator	Sarah	Jim	Unanimous Approval
Municipal Buildings	To recommend a Total Municipal Buildings budget of \$295,851 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Insurance	To recommend a Total Insurance budget of \$914,905 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Police	To recommend a Total Police budget of \$1,738,764 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Fire	To recommend a Total Fire budget of \$446,559 as presented by the Town Administrator	Sarah	Jim	Unanimous Approval
Building	To recommend a Total Building budget of \$105,833 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval

Budget	Motion	Motion By	Seconded By	Finance Board Roll Call Vote
Emergency Management	To recommend a Total Emergency Management budget of \$4,485 as presented by the Town Administrator	Sarah	Melissa	Unanimous Approval
Education**	To recommend a Total Education budget of \$14,516,450 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Tree Warden	To recommend a Total Tree Warden budget of \$20,000 as presented by the Town Administrator	Sarah	Melissa	Unanimous Approval
Highway	To recommend a Total Highway budget of \$914,242 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Trash	To recommend a Total Trash budget of \$735,000 as presented by the Town Administrator	Sarah	Jim	Unanimous Approval
Cemetery	To recommend a Total Cemetery budget of \$102,236 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Public Health	To recommend a Total Public Health budget of \$112,245 as presented by the Town Administrator	Sarah	Melissa	Unanimous Approval
Council on Aging	To recommend a Total Council on Aging budget of \$179,964 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Veterans	To recommend a Total Veterans budget of \$39,364 as presented by the Town Administrator	Sarah	Melissa	Unanimous Approval
Library	To recommend a Total Library budget of \$347,121 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Debt Service	To recommend a Total Debt Service budget of \$376,340 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Unclassified	To recommend a Total Unclassified budget of \$894,212 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval
Other Non-Appropriated Expenses (Cherry Sheet Charges)	To recommend a Total Other Non-Appropriated Expenses budget of \$230,245 as presented by the Town Administrator	Sarah	Bill	Unanimous Approval

* Due to her employment at ClearGov, Ruth requested to re-visit and re-vote the Technology budget so that there could be no perceived conflict of interest.

** This amount includes the full assessment for the Pentucket Regional School District operating budget. However, the full assessment is pending taxpayer appropriation at the Annual Town Meeting and taxpayer approval at the ballot.

Discuss Finance Board Information to Annual Town Meeting:

Based on the above votes, the projected deficit was \$1,235,164. As such, the override amount of \$1,250,000 approved at the last meeting remained appropriate. Ruth noted that the override amount needed to be put into context for the Finance Board booklet for the Annual Town Meeting.

Town Administrator Informational Updates:

Rebecca noted that she has a draft of the Warrant Articles, which required the Finance Board's review and vote for financial articles. Some of the articles have already been reviewed as part of the Community Preservation Committee related articles and some articles are standard recurring ones.

Next Meeting and Agenda:

The next meeting is tentatively scheduled for April 5, 2023.

Other Items Not Reasonably Anticipated at Time of Posting:

No items were noted.

Adjournment:

A motion to adjourn the meeting was made by Sarah, seconded by Bill, and approved unanimously. The meeting was adjourned at 6:44 p.m. by Ruth.

Minutes prepared by: *Melissa Baker*

Minutes approved on: May 10, 2023

Meeting Materials:

1. Draft February 15, 2023 Meeting Minutes
2. Fiscal Year 2024 Budget Materials