

## **FINANCE COMMITTEE**

### **MEETING, March 6, 2019**

A scheduled meeting convened at 7:00 p.m. in Room 5.

Members of the Committee in attendance: Mr. Creighton, Mr. Weld, Ms. Harrison, Mr. Pratt, Mr. Oldeman and Ms. Mellish. Mr. Even was not in attendance.

Town Administrator, Mr. Federspiel, Finance Committee Clerk, Ms. Hunter and Town Accountant, Ms. Mainville were also in attendance.

Mr. Creighton called the Finance Committee meeting to order.

**Review of Meeting Minutes** – Minutes for February 20, 2019 and February 27, 2019 were reviewed.

*Mr. Weld moved to approve the minutes of February 20, 2019, Ms. Mellish seconded the motion. The motion passed with Ms. Harrison abstaining.*

*Mr. Oldeman moved to approve the minutes of February 27, 2019, Mr. Weld seconded the motion. The motion passed unanimously.*

### **Review of Finance Committee Annual Report to Voters –**

Committee members edited the Finance Committee Annual Report, edits included:

- Mandates not funded by State – referencing MERSD budget
- OPEB – clarify MERSD contribution time line
- Finance Committee appointments – correct dates
- Town health insurance – first decrease in several years
- Support of Essex North Shore Agricultural & Technical School – paying for 5 students, payment has increased
- Master Plan implementation, change will to may

### **Review of Operating Budget and Capital –**

Ms. Mellish asked if the Town is going up to the full levy limit? Mr. Federspiel stated the Town did not necessarily need to go up to the full levy limit. However, prior to fall (2019) discussions on the best way to manage receipts, capital exclusions, levy limit, school debt and use of reserves for long term capital projects need to take place. The Finance Committee will development a comprehensive plan focusing on changes to the Five-Year Capital Plan.

Mr. Pratt would like information on reserves held by comparable Towns. Mr. Oldeman would like to review diagrams with proposed options. Meetings are scheduled on April 10, 2019 and May 8, 2019.

### **Reserve Fund Transfers –**

Reserve Fund Transfer will be formally presented at the Finance Committee meeting on February 20, 2019. Funds are being requested to cover National Grid costs for street lights and for pay-as-you-throw bags which will be purchased every 6 months.

### **Annual Town Meeting – Warrant Articles:**

Article 5 – Capital Budget increase from previously approved amount.

*Mr. Weld moved to approve the amount of \$3,865,000 in Article 5, Ms. Harrison seconded the motion. The motion passed unanimously.*

Article 6 – Ambulance

*Mr. Weld moved to approve Article 6 to raise and appropriate \$255K for the purpose of purchasing a new ambulance, Mr. Pratt seconded the motion. The motion passed unanimously.*

Article 7 – Drainage and sidewalk on Central Street.

*Mr. Creighton moved to approve Article 7 to raise \$295K for the purpose of paying for drainage and sidewalk repair projects on Central Street, Mr. Oldeman seconded the motion. The motion passed unanimously.*

Article 14 – The Finance Committee will take no position on Article 14.

*Mr. Creighton moved to take no position on Article 14 with respect to filing minutes, Mr. Pratt seconded the motion. The motion passed unanimously.*

Article 15 – The Finance Committee will take no position on Article 15.

*Mr. Weld moved to take no position on Article 15, Mr. Oldeman seconded the motion. The motion passed unanimously.*

Article 16 – The Finance Committee will make a recommendation on Town Meeting Floor.

*Ms. Harrison moved to make a recommendation on Article 16 on Town Meeting Floor, Mr. Oldeman seconded the motion. The motion passed unanimously.*

The consensus of the Finance Committee is to accept the gift unencumbered.

**Other business that comes before the Finance Committee, discussion only.** There was no additional business before the Committee.

**Adjourn:** *Ms. Mellish moved to adjourn the meeting, Mr. Oldeman seconded the motion. The motion passed unanimously.*

**Meetings Scheduled for Finance Committee:**

March 20, 2019

April 1, 2019 Annual Town Meeting and pre-meeting in Memorial School Library at 6:15 p.m.

April 10, 2019 – Meeting to discuss development of a strategic plan for managing local receipts, reserves, school debt and levy limit.

May 8, 2019 – Follow-up meeting to discuss strategies for managing local receipts, reserves, school debt and levy limit.

**Meeting Materials:**

- FY 20 Preliminary Budget
- Finance Committee Minutes February 20 and 27, 2019
- Town Warrant
- Town of Manchester-by-the-Sea, Comprehensive Annual Financial Report