

**Finance Committee**  
**Meeting Minutes**  
**December 14, 2021**  
**7:30 PM**

**Present:** Christine Russell (Chair), Adam Nolde (Vice Chair), Roland Bourdon, Mike Majors, Steve Noone, David Wellinghoff, Jason Cole and Christi Andersen

Ms. Russell called the meeting to order.

**1. Citizen's Concerns**

None

**2. Town FY22 Q1 Results**

Mr. Barrett provided an overview of the FY22 Q1 financial results of the General Fund and Enterprise Funds. Mr. Barrett also spoke to the Commuter Lot Fund. Mr. Cole asked for clarification on the free cash. Mr. Noone asked about adding additional employees to the Ambulance Fund and Mr. Barrett responded that it is believed that the additional cost of the daytime coverage will be offset by increased revenue and decreased reliance on mutual aid.

**3. FY23 Budget**

Members discussed their first impressions of the FY23 Recommended Budget. Overall Committee Members appreciated the thoroughness and details of the Budget Presentation. Mr. Noone commented that the head count movement was hard to follow. He also asked for better clarification of the unsettled union contracts. Ms. Andersen commented on inflation and its potential impact on budgets and citizens. Mr. Cole would like to see what metrics are used to evaluate headcount changes and as a measure of success. Mr. Wellinghoff would also like to see criteria for prioritizing new position and headcount changes. He would also like to see the committee discuss defining capital expenses versus reoccurring operating budget items. Ms. Russell asked members to submit questions to her so that she can compile and submit to Mr. Mangiaratti.

**4. Capital Improvement Plan (CIP)**

Mr. Wellinghoff spoke to the potential for disposing of surplus real property to support the CIP. In addition, he commented on a few small projects that may be better in the operation budget instead of the CIP. Mr. Wellinghoff will provide his list of questions and comments to the Chair. Ms. Russell commented on if the zoning law changes would qualify as a capital expense or an operating budget item. Mr. Noone would like to see a definition of what is a capital expense in the CIP as well as an estimate of the impact to citizens. Ms. Andersen would like to see a public forum regarding sidewalks. She would also like to know the cost associated with each of the Select Boards goals. Mr. Nolde expressed concern that projects and goals over the past 5-10 years may no longer be in

line with citizens priorities and goals given the uncertain economic climate. Mr. Majors commented that the Asa Parlin House needs further refining. Mr. Cole commented that the Town is looking to do more capital projects this year than is reflected in the budget as some projects will be funded by the American Rescue Plan Act (ARPA). Mr. Russell will compile a list of CIP questions and comments to submit to Mr. Mangiaratti.

## **5. Point of View (POV)**

Ms. Andersen would like the demographics reviewed for consistency and determination if the data should come from the US census or local Town census. Members expressed appreciation for all the work Mr. Majors and others put into updating, reorganizing and citing sources.

Mr. Noon made a motion to approve the POV with the exception of a chart showing the percentage of Acton households who have children within the school system, which maybe added at the chairs discretion. Mr. Cole seconded. Ms. Andersen amended the motion to leave the Our Town Household Data demographic slide on page 6 open for further discussion. Ms. Russell seconded. The Motion and Amendment were withdrawn.

A discussion was had on the reserve slide which shows up to \$1.6m in free cash available, while remaining within the Finance Committee Free Cash policy recommendations. Mr. Cole would like to see support to justify new hires.

Mr. Noone made a motion to approve the POV with a provision to potentially add 1 additional slide. Mr. Bourdon seconded. The Committee voted 7-1, the motion carried

## **6. Finance Committee Business**

Mr. Cole provided a liaison report from the School Capital Improvement Plan. Two new developments were cost associated with the School phone system upgrades and larger than anticipated Administration building upgrades.

Mr. Nolde asked for a volunteer to be the liaison for the Open Space and Recreation Planning Committee.

Ms. Russell moved to accept meeting minutes of October 14, 2021, October 26, 2021, November 9, 2021 and November 15, 2021 as amended in a block. Mr. Bourdon seconded. The Committee voted 8-0, the motion carried

Mr. Nolde moved to adjourn. Mr. Bourdon seconded. The motion was approved unanimously.

**Documents and Exhibits Used During this Meeting**

- FY22 Q1 Results Presentation
- FY 23 Budget Presentation
- Capital Improvement Plan (CIP)
- Point of View (POV)
- Minutes from meetings: 11/14/21, 11/26/21, 11/9/21 and 11/15/21