

Unanimously approved by Finance Committee at their 1/12/2023 meeting.

Lunenburg Finance Committee
Meeting Minutes
Thursday, October 13, 2022

Location: In-person at Lunenburg Town Hall and broadcast on Zoom

Present: Chairperson Evan Watters, Jay Simeone, Tom Gray, Tom Balish (via Zoom and in person),

Guests: Town Manager Heather Lemieux, Finance Director Karen Brochu (via Zoom), Principal Assessor CJ Caroli (via Zoom), Capital Planning Committee member Dave Passios (via Zoom)

1. Call to Order

Mr. Watters called the meeting to order at 7:07 p.m. and read a statement concerning the Open Meeting Law, and how all public meetings are legally being held remotely.
This meeting was recorded and is viewable on YouTube at <https://youtu.be/HC6Fplo95Q0>

2. Pledge of Allegiance

3. Announcements: none

4. Public Comment: Mr. Passios reported on Capital Planning Committee actions

5. Chair Report: Mr. Watters suggested other committee members watch the Select Board meetings to learn more details on Special Town Meeting Warrant Articles.

6. Public Hearing Special Town Meeting Warrant: At 7:11 p.m. Mr. Watters opened the public hearing. Ms. Lemieux reminded those in attendance that the Warrant is still in draft form, but is in the recommended order.

Article 1: FY23 budget adjustments

Mr. Simeone motioned to defer to Town Meeting, Mr. Gray seconded. On vote, motion carried unanimously.

Article 2: Prior Year Expenses

Mr. Simeone motioned to recommend approval, Mr. Gray seconded. On vote, motion carried unanimously.

Article 3: Police collective bargaining agreement

Mr. Simeone motioned to defer to Town Meeting, Mr. Gray seconded. On vote, motion carried unanimously.

Article 4: Special Purpose Stabilization Fund

Ms. Lemieux explained that she is still waiting on the new growth number from the state, and that articles 1, 4, and 5 are interconnected.

Mr. Simeone motioned to defer to Town Meeting, Mr. Gray seconded. On vote, motion carried unanimously.

Article 5: Marshall Park final engineering funding

Mr. Simone motioned to defer to Town Meeting, Mr. Gray seconded. On vote, motion carried unanimously.

Article 6: Sewer Reserve Stabilization Fund

Mr. Simone motioned to recommend approval, Mr. Gray seconded. On vote, motion carried unanimously.

Article 7: Sewer Stabilization Fund regarding Inflow and Infiltration (I/I)

Mr. Simone motioned to recommend approval, Mr. Gray seconded. On vote, motion carried unanimously.

Article 8: On-call/reserve firefighters and police officer retirement fund

Mr. Simone motioned to defer to Town Meeting, Mr. Gray seconded. On vote, motion carried unanimously.

Article 9: Salary Administration Plan

Ms. Lemieux explained positions on the plan have already been funded.

Mr. Simone motioned the article would have no direct financial impact, Mr. Gray seconded. On vote, motion carried unanimously.

Article 10: Amending Capital Appropriations

Mr. Simone motioned to recommend approval, Mr. Gray seconded. On vote, motion carried unanimously.

Mr. Gray commented he would entertain hearing a better alternative to the proposed bylaw. Mr. Simone added the tax payers should have rights to make changes to the capital plan considering the number of items, and financial amount of the plan. Mr. Balish added he understands the pros and cons of the article, and is anticipating feedback received at Special Town Meeting. Mr. Watters pointed out that the Select Board is split in their support of the article, and that it is important the Finance Committee have a stance on the article prior to Special Town Meeting.

Article 11: Use Table; special permit for motels –Planning Board

Mr. Simone motioned the article would have no direct financial impact. Mr. Gray seconded. On vote, motion carried unanimously.

Article 12: Override denial of certificate to alter Ritter Building (New windows vs. restoration of original windows)

Committee members discussed whether there was a financial impact of this article. Mr. Simone figured that since the FY22 capital plan funded alterations of the building the article would not have a financial impact. Mr. Gray pointed out that if the current windows aren't replaced with new windows, there could be a financial impact on future budgets when it comes to heating the building. Mr. Balish agreed the article does have a potential financial impact. Mr. Balish motioned to defer to Town Meeting, Mr. Gray seconded. On vote, motion carried unanimously.

Article 13: Amend Code of Lunenburg Architectural Preservation District Certificate to Alter Application procedure

Mr. Simone motioned the article would have no financial impact. Mr. Balish seconded. On vote, motion carried unanimously.

Article 14: Amend Zoning Map at 199 Mass Ave

Mr. Simone motioned the article would have no direct financial impact. Mr. Gray seconded. On vote, motion carried unanimously.

Article 15: Change Annual Town Meeting and Elections from May to April

Mr. Balish motioned to recommend to not approve the article, Mr. Simeone seconded. On vote, motion carried unanimously.

- 7. Town Manager/Finance Director Report:** Ms. Lemieux reported that the DPW is applying for a Work Safety Grant. The Facilities Director is working with COA Director on the ADA Patio design. Engineers are coming back with an updated cost after soil testing. The chiller project at the Public Safety Building will be complete after final testing is done. Asbestos removal at the McNally Park building is complete, demolition will start soon. The Facilities Director is also working with the COA director to find costs on a back-up generator, as well as roof work at the Eagle House. The 30 School Street project is being looked at by an architect and environmental consultant.

The Page Street culvert design is 90 percent done with bid documents.

The Flat Hill bridge replacement project is undergoing easement establishment.

Ms. Lemieux has been informed that local funds will not be available in the state's supplemental budget bill, and the Economic Development bill that contained the 30 School Street project has been put on hold. The FY23 capital plan will fund the project if the Economic Development bill does not pass.
- 8. Conversation with Assessor's Office:** Principal Assessor CJ Carroll explained the roles and responsibilities of the Assessor's office.
- 9. Debt Capacity Forecasting Review:** Ms. Brochu met with David Eisenthal, the town's financial advisor, and a few scenarios were run regarding excludable debt, and what the town could afford to borrow while staying within the parameters of the financial policies over the next 40 years. According to the report, the town should be able to borrow up to \$42 million for upcoming projects. Committee members agreed that the information, which demonstrates different ways the money could be repaid, should be shared with department heads, and other boards and committees, as well as Lunenburg voters.
- 10. Minutes** Mr. Gray motioned to approve the August 28, 2022, and September 15, 2022 minutes, Mr. Balish seconded. On vote, motion carried unanimously.
- 11. Committee Reports** Committee members updated each other on their liaison assignments.
- 12. Public Comment:** Mr. Gray informed those who may not have known that John Male's memorial service was scheduled for October 15 at 11:00 a.m. at United Parish.
- 13. Items for Future Meetings** Meet DPW Director, Meet with School Department to learn about functionality portion of their budget presentation.
- 14. Next Meetings** October 27, November 10, November 15 (STM)
- 15. Adjourn** At 9:36 p.m. Mr. Simeone motioned to adjourn, Mr. Gray seconded. On vote, motion carried unanimously.