# PALE 1700 PITTO NO 100 NO 100

# TOWN OF HOPEDALE

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Tel: 508-634-2203 Fax: 508-634-2200

# Finance Committee

# May 18, 2021 Meeting Minutes 6:00 pm, via Zoom

### Attendees:

Present:

E. Callahan, D. Comastra, C. Hodgens, P. Maloney, K. Wilson

Absent

D. Madigan, D. Piatt, C. Strapponi

The Finance Committee meeting was opened at 6:07pm by Chris Hodgens.

## Votes:

- 1. The minutes of May 10, 2021 were presented. All voted in favor.
- 2. The proposed FY22 Operated Budget was presented; a motion was made to accept the budget as presented with minor clarifications to be made, as necessary. All voted in favor.
- 3. The Articles for Annual Town Meeting were presented. All voted in favor.
- 4. The Articles for Special Town Meeting were presented. All voted in favor.

# **Events:**

- 1. Final adjustments to the proposed FY22 Operating Budget in anticipation of Saturday's Special and Annual Town Meetings include:
  - a. Updated the "Top Sheet" with corrected date.
  - b. Free cash was updated due to FY21 invoice amounts being updated the calculation flowed through to the amount reflected to start FY22.
  - c. Unsettled contracts/reflection of salary adjustments
    - *i.* Reviewed the amount of 1.8% as the recommendation from the Finance Committee earlier in the budget cycle
    - ii. Town Counsel offered advice to the Town Administrator and Board of Selectmen regarding the reflection of proposed salary adjustments in the budget. If not agreed to/ratified prior to the Annual Town Meeting they should not be embedded in the departmental lines. Adjustments to the budget were made to subtract the amounts out, but reserved for future.
  - d. The mechanics of the debt exclusion free cash stabilization process were reviewed from the perspectives of the debt exclusion override passing and not passing. The need to explain this through the slide deck for public presentation was emphasized.

- e. The use of grant funds for salaries and proper budget reflection was reviewed; it aligns with the advice of the Town Accountant. The Police Department salary line was highlighted as an example.
- 2. The Articles for Special Town Meeting and Annual Town Meeting were reviewed and discussed.
  - a. Annual Town Meeting Articles (21) were all voted in favor with the following notations:
    - i. Article 5 will be passed over.
    - *ii.* The chart from Article 8 will be removed. A lengthy discussion ensued regarding the difference between advancing non-represented employee's salaries by 1.8% vs. adjusting the compensation scale by 1.8%.
    - iii. Article 17 will be passed over.
  - b. Special Town Meeting Articles (2) were voted in favor.
- 3. The Learning Series documents were reviewed.
  - a. The Citizen's Guide to Hopedale Open Town Meeting was presented. The document will not be in the form of a paper handout, but will be on the Town Clerk's website, the Finance Committee's Google Drive and accessible by QR code.
  - b. The slide deck was reviewed final amounts needing updates were noted. Superintendent of Schools, Karen Crebase, was in attendance and offered to write a narrative for the School Department section and forward to the Committee.
  - c. The Committee agreed to Thursday May 20, 2021 as a deadline to have all documents finalized and prepared for electronic posting for public review.
- 4. Finance Committee Stats
  - 8 active members 3 new members in FY21; 2 members with 15 years+ on FinCom
  - 27 Meetings August 19, 2020 May 18, 2021
  - 44 hours and 22 minutes of on-screen meetings
  - Average meeting duration 1 hour and 38 minutes

The Finance Committee did not identify a next meeting date at this time. Should the Committee need to meet prior to the end of the fiscal year a date and time will be posted with the Town Clerk.

The Chair called the meeting to Adjournment at 9:08 pm.

Respectfully submitted,

Elizabeth S. Callahan

Recording Secretary Hopedale Finance Committee