

**Warrant Committee Meeting Minutes
February 9, 2022**

Warrant Committee Members	On Zoom: Sharon Tatro (chairperson), Jeremy Marsette, Robert Sliney, Kristine Barton, Amanda Hall, Jillian Rafter, Stephen Callahan, Ed Vozella, Mather Eldred
Guests	Kristine Trieweiler, Nicolas Milano
Meeting Location	Zoom
Meeting Times	Meeting convened: 7:00pm Meeting adjourned: 9:00pm
Approval of Previous Meeting Minutes	<ul style="list-style-type: none"> • January 26, 2022 approved 7-0 (Jeremy and Mather joined the meeting after the vote) Motion by Ed Vozella and second by Kristine Barton.
Operational Budgets (including votes taken)	<ul style="list-style-type: none"> • Roll call attendance • Overview of proposed FY23 Budget by Kristine Trieweiler and Nicolas Milano • Revenue Highlights: <ul style="list-style-type: none"> • 2 ½ Levy Increase is the amount allowed without an override • New Growth based on past trends • Debt Exclusions are mainly the old school projects, town garage and public safety building • Municipal Building Stabilization Fund was established in 2018 and has increased by 2.5% annually per votes by the Selectman each spring. The only vote required by the town related to this is the expense from the fund which requires 2/3 votes at town meeting. • State Aid is what is currently projected from the state per the Gov's budget. • Local Receipts is a variety of various town fees and taxes such as motor vehicle excise taxes, meals tax, etc. The meals tax piece is more aggressive than in the past because current experience is high. • Other Available General Funds is items such as bond premiums and an old MSBA fund is ending this year. • ALS Revolving Fund collects revenue for use of the ALS Ambulance and the town draws from it to offset some expenses related to the fire department budget. • A \$2M transfer from Free Cash is being recommended to fund the FY23 and FY24 Capital Budget. The capital budget committee is meeting on Thursday 2/10. The ARPA funds is still not released from Norfolk County so there is concern about counting on those funds for this fiscal year. Kristine T is still working with Norfolk County to have it release and when it is release it would be set aside to fund FY25 Capital Projects. The hope is that by FY25 the capital needs that have built up in town will be taken care of and then a more stable ongoing amount will

be known and the town can make a formal plan to be able to cover capital in future years.

- A \$32,500 transfer from Free Cash is being recommended to go to OPEB.
- A \$200,000 transfer from Free Cash is being recommended to go to the General Stabilization Fund.
- All of the recommended amounts from Free Cash use the excess amounts and the town would still meet the fiscal policy if these are taken.
- Enterprise Fund Offset represents the amount that needs to be moved over to cover their principal and interest payments and portions of town expenses and salaries that go towards Water and Sewer.
- Expense Highlights:
 - Property and Liability is up 10% because our experience rating went up.
 - Health Insurance increase is projected to be 4%. We also have to pay a full 12 months so the increase looks even higher because last year we had a payment holiday for one month.
 - Principal and Interest is declining.
 - Town Accountant increase is the restoration of a half time employee taken out in FY21 as well as the OPEB report that must be done this year.
 - There is a increase in Legal as we are bringing on a new labor attorney.
 - The Human Resources budget is a placeholder for a 2% COLA for non-union increase.
 - Town Clerk is up 44% because she wants to add a half time Asst Town Clerk and increase the election staff.
 - Fire is a 7.73% increase and reflects the increase coming from the current negotiations. This increase is going to be offset in total with ALS revolving funds.
 - Street Lights is up 25%.
 - Inspections increase is related to adding increased coverage in the office.
 - Highway Dept FY21 Equipment Operator position was not filled and that position will be restored to the budget. Also a new position is being added for an Asst DPW Director.
 - The Medfield State Hospital budget for the grounds is able to be partially offset by the movies filming there.
 - The Board of Health increase is due the fact that the budget now has to cover the Public Health Nurse in full as last year was partially covered by ARPA.
 - The Library budget restores a 15 hour position that has been frozen since FY21 and needs to be restored to meet minimum standards required by the state.

	<ul style="list-style-type: none"> • Cutural Council is an amount required by the grant as we have to match it. • The deficit for the budget currently stands at \$927,706. It should also be noted that the police contract is still being negotiated and there is nothing in this budget for that. • Ed mentioned that he is in process of setting up meetings with the schools to discuss their budget. Kristine is adding the school budget book and presentations to the budget book she is putting together for everyone to start to be able to pick up. The schools are using a grant for this year as well as the 3.54% increase. • Bob asked Kristine T for an update on the ARPA funding. The ARPA funds are being held by Norfolk to the tune of 2.5M. It is the town’s position that we can use those funds due to lost revenue. Norfolk is arguing that it has to be spent on broadband or Water and Sewer. If we have to follow Norfolk’s rules, the Board of Water and Sewer is looking at their project list to see what they would suggest be done. The committee suggested to Kristine that if it would help to have a letter from our committee to support the argument for lost revenue to get the amount released we would be happy to add that to a future agenda. • The agenda for next meeting will include the Capital Budget and any other budgets ready to be discussed. • Steve asked how the Federal Infrastructure bill would fit into the Capital Budget. Kristine stated that she has met with Rep Garlick and provided a list of larger road projects the town would need funding for such as intersection improvements, North Street, Rt 109, etc. • Budget books will be available on Friday by 1pm. • Motion to adjourn by Bob Sliney, second by Kristine Barton and voted unanimously at 8:15pm
Warrant Articles (including votes taken)	<ul style="list-style-type: none"> • n/a
List of all documents and exhibits used	<ul style="list-style-type: none"> • Budget Spreadsheet
Other Business	<ul style="list-style-type: none"> • Discussion of upcoming WC meetings and planned agenda
Follow-ups	<ul style="list-style-type: none"> • n/a
Dates for Meetings Other than WC	<ul style="list-style-type: none"> • n/a
Names of people participating remotely and why	<ul style="list-style-type: none"> • n/a
Other	<ul style="list-style-type: none"> • n/a

Respectfully Submitted: Sharon Tatro

Approved minutes to be sent to: ktrierweiler@medfield.net