

Warrant Committee Meeting Minutes
February 16, 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	Participating Remotely - Kristine Trierweiler, Nicolas Milano, Mike Marcucci	
Meeting Location	Zoom	
Meeting Times	Meeting convened: 7:00pm	Meeting adjourned: 8:13 pm
Approval of Previous Meeting Minutes	<ul style="list-style-type: none"> • Previous meeting notes were not presented for approval at the time of meeting. 	
Operational Budgets (including votes taken)	<ul style="list-style-type: none"> • Roll call attendance • Overview of proposed FY23 Budget by with updates and recommendations by Kristine Trierweiler <ul style="list-style-type: none"> - KT Recommended unemployment trust fund to decrease from \$50K to \$0 - KT Recommended cut of \$90K for the position of the assistant highway director. The position to be brought back in the FY24 budget - KT recommended snow and ice budget \$100K to \$80K for Deficit - KT recommended that the Committee fund OPEB from free cash in the amount of \$500K for FY23. The amount of \$500K would remain in the budget, but be funded by free cash. This is allowable under the financial policies. Along with this recommendation there was general discussion within the WC around the financial policy in regards to funding from free cash. Committee member Bob Sliney mentioned the idea of a policy being established for free cash flow to fund the OPEB and other budget concerns for future use. A general discussion of funding OPEB history and past free cash trends was discussed amongst the committee. • FY23 Capital Budget Discussion w/ guest Mike Marcucci. <ul style="list-style-type: none"> - K.T. highlighted the approved by the Capital Budget Committee FY23 Capital Budget to the Warrant Committee. - K.T. highlighted a \$30K allocation per year for town wide I.T. upgrades. - K.T. highlighted DPW capital requests that were presented in the budget and approved by the Capital Committee - K.T. Highlighted the introduction of a \$50K for engineering and consulting request to close out the landfill. - Sharon Tatro presented overall thought on the Capital Budget for discussion and how this year’s capital plan may cure the back log of capital projects to get back to baseline. - Sharon Tatro presented the idea of splitting the budget into two, Capital and Operating if the W.C. was comfortable and to then 	

	<p>vote on the FY23 Capital Budget portion of the budget which was approved by the Capital Budget committee.</p> <ul style="list-style-type: none"> - Clarification was provided to the W.C. on the Municipal Budget vs the Capital Stabilization Fund in regards to Blake Street School roofs and the project is currently being bid. Initial estimates are in at a preliminary amount of \$1.2-\$1.3 M. • A notion to motion was floated by Sharon to support the capital budget presented by the Capital Budget Committee as well as support the free cash transfer to fund the capital budget. At this time there was general discussion of the committee around reserve flexibility for future events and the use of revenue by property leases for the general fund. A point for consideration was made by Bob Sliney that we are ~ \$558k above our minimum of free cash and what the process would be if we need funds for another issue such as the Blake Street School roof repairs. Selectman Marcucci mentioned that it may be beneficial that the overage be moved into a capital stabilization fund. • A motion was made by Stephen Callahan to approve the FY23 proposed capital budget as presented by the Capital Budget Committee. Ed Vozella seconded and it was voted on by attending W.C. meeting members. The motion was passed unanimously by the W.C. • A motion was made by Stephen Callahan to appropriate \$2M in free cash to the Capital Stabilization Fund for FY23. Kristine seconded and it was voted on by attending WC meeting members. The motion passed unanimously. • The W.C. will reconvene post February school vacation in 2 weeks. • There being no other business, a motion to adjourn was made by Bob Sliney, and seconded by Ed Vozzella. It was voted on by attending WC meeting members and unanimously passed at 8:13pm.
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"> • Capital Budget Spreadsheet approved by the Capital Committee
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"> • Hybrid Meetings in March. • Weds will work for most of the committee • Next Meetings 3/2, 3/8 , 3/15, 3/23, 3/29
Names of people participating remotely and why	<ul style="list-style-type: none"> • Mike Marcucci to provide clarification on Capital Budget Items
Other	<ul style="list-style-type: none"> • n/a

Respectfully Submitted: Mather Eldred

Approved minutes to be sent to: