

DRAFT MINUTES
Warrant Committee Meeting
February 16, 2021

Warrant Committee Members	Participating remotely: Sharon Tatro (Chair), Ed Vozzella, Robert Slaney, Jeremy Marsette, Kristine Barton, Amanda Hall and Newton Thompson Absent:	
Guests	Kristine Trierweiler, Town Administrator Nicholas Milano, Assistant Town Administrator	
Meeting Location	By remote participation via Zoom	
Meeting Times	Meeting convened: 7:00 pm	Meeting adjourned: 8:52 pm
Approval of Previous Meeting Minutes	<ul style="list-style-type: none"> ● Minutes for February 8, 2021 were unanimously approved by those Warrant Committee Members in attendance. 	
Operational Budgets (including votes taken)	<ul style="list-style-type: none"> ● Police ● School Revolving Accounts 	
Warrant Articles (including votes taken)	<ul style="list-style-type: none"> ● None 	
List of all documents and exhibits used	<ul style="list-style-type: none"> ● Liaison analyses of the following departmental budgets: 	
Other Business	<ul style="list-style-type: none"> ● None 	
Follow-ups	<ul style="list-style-type: none"> ● None 	
Dates for Meetings including WC	<ul style="list-style-type: none"> ● Warrant Committee Meetings: <ul style="list-style-type: none"> ○ February 22 ○ March 1, 8, 15, 22, and 23 (tentatively scheduled for Warrant Hearing) 	
Names of people participating remotely and why	All Warrant Committee members and invited guests participated remotely; see above for names of attendees.	
Other	<ul style="list-style-type: none"> ● Sharon Tatro opened the meeting at 7:00 pm and requested that the Warrant Committee budget liaisons present their departments' FY22 budget requests. ● Bob S. Opened the review of Police budget; host effort to level fund (1%); staff up to 19 (when one trainee comes on board) <ul style="list-style-type: none"> a. OPex - related to hiring accomplished in FY21 <ul style="list-style-type: none"> i. Equipment and trading incurred this year ii. Capex - 3 cars added last yr; 3 more this year iii. Benefitting from tight management b. Chief Guerrette <ul style="list-style-type: none"> i. Significant issues TY 	

	<ul style="list-style-type: none"> ● Fleet management depleted due to funding; out us behind 8 ball ● Goal this year to offset those costs with tight cost management ● COVID gave us opportunity to reduce calls, it not good police practice ● Second issue was retirements <ul style="list-style-type: none"> ○ Ideally should be at 23; at 19 Chef can give basic Svs. <p>ii. Budget:</p> <ul style="list-style-type: none"> ● Salary increase 3.08% per contract; to offset, Chief tried to hold other costs flat. ● See handouts from BS and chief <p>iii. EV question:</p> <ul style="list-style-type: none"> ● New positions or responsibilities: result in small stipends to existing staff member covering additional time that individual spends; also added FT ant PT detective positions. <p>iv. BS - asked Chief to expand on service levels and expectations in Medfield (profile)</p> <ul style="list-style-type: none"> ● First year, rec'd 24% increase in calls for service ● Fell off this year with people home; decrease in crime ● Community expects Police to investigate crime in a more timely way given our crime; people pay a lot of taxes and people expect service which Chief is reasonable expectation. ● Animal control vehicle - should it be leased instead of continued maintenance; Chief now record keeping and assignment of maintencae to vehicle VIN to better manage fleet ● If we get capital request this year, we'd be able to get to a vehicle rotation on 1 per year (preferable). <ul style="list-style-type: none"> ● EV reviewed turnbacks and revolver basics <ul style="list-style-type: none"> a. Schedule on Turnbacks: b. Revolvers: <ul style="list-style-type: none"> i. All cash accounts ii. Summary of Major Revolver Activity (schedule) <ul style="list-style-type: none"> ● Have taken huge hits in 2020and 2021 ● Kindergarten <ul style="list-style-type: none"> ○ Drastic runoff of balance in FY21 and FY22 with drop in reciepts
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	<ul style="list-style-type: none"> ○ But expenses couldn't be ratcheted down; payroll was variable but not drastically so ● If revolver goes negative it is absorbed by General Fund ● Food <ul style="list-style-type: none"> ○ When equipment goes, the Food revolver would cover it; ○ DESE recommends that revolver cover 3 months of opex <ul style="list-style-type: none"> ■ Jeff - for context, this was \$100K in the hole; and has since been righted. ● Sports <ul style="list-style-type: none"> ○ BS - asked if there is a plan to Absorb the thin margin that might require support from the general fund. <ul style="list-style-type: none"> ■ Booster groups - not yet united. ● Rentals <ul style="list-style-type: none"> ○ VArIable costs. Therefore if no revenue, not express ● Circuit Breaker <ul style="list-style-type: none"> ○ Special ed funding to cover eligible reimbursable expenses. ○ State reimbursements for special ed ○ NEw special ed reserve account is approved (in addition to the circuit breaker carryover) ○ Can carry one-year of circuit breaker funds over 1 yr ○ BS - special ed line item in general fund as well as this revolver <ul style="list-style-type: none"> ■ W/o circuit breaker, the special ed would be \$543K higher. ● EV - Summary <ul style="list-style-type: none"> ○ Thx'ed school for transparency and history. ○ Chapter 117 <p>c. BS - Dale Street School update:</p> <ul style="list-style-type: none"> i. Brief overview: <ul style="list-style-type: none"> ● Preparing for Sept 13, 2021 Special Town Meeting for vote to approve and fund.
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	<ul style="list-style-type: none"> ● Site and configuration were agreed upon (end of the beginning) ● Estimated cost of \$78mm ● MSBA reimbursement - \$58-60 mm cost to town assumes lower MSBA reimbursement (25% vs full number at 31%) than may actually occur. ● Cost does not ● Over next four months, the cadence will move to a June submission to MSBA. <p>ii. Communication process - (Anna Mae) - will add WC members to email distribution; aim is to educate and engage the public;</p> <ul style="list-style-type: none"> ● Warrant Article Update <ul style="list-style-type: none"> a. Now 49 articles; 50 with free cash b. Warrant closed at 5pm today. c. May drop off: <ul style="list-style-type: none"> i. Eg. - Food cupboard site ● There being no other business, a motion to adjourn was made, seconded and voted unanimously by a roll call of all Warrant Committee members present. ● The meeting adjourned at 8:52 pm.

Respectfully Submitted: Newton H Thompson

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