

**MINUTES**  
**Warrant Committee Meeting**  
**May 18, 2020**

<b>Warrant Committee Members</b>	Participating remotely: Michael Pastore (Chair), Sharon Tatro, Robert Sliney, Jeremy Marsette, Joanna Hilvert, Ed Vozzella, Kristine Barton and Newton Thompson Absent: Amanda Hall	
<b>Guests</b>	Kristine Trierweiler, Town Administrator Nicholas Milano, Assistant Town Administrator Scott McDermott, Moderator Jeffrey Marsden, Superintendent Michael LaFrancesca, Director of Finance & Operations Jessica Reilly, School Committee (Budget Subcommittee) Meghan Glenn, School Committee (Budget Subcommittee) Gus Murby, Board of Selectmen Mike Marcucci, Board of Selectmen Pete Peterson, Board of Selectmen Georgia Colivas, Town Treasurer Joy Ricciuto, Town Accountant Yvonne Remillard, Principal Assessor	
<b>Meeting Location</b>	By remote participation via Zoom	
<b>Meeting Times</b>	Meeting convened: 7:00pm	Meeting adjourned: 8:15pm
<b>Approval of Previous Meeting Minutes</b>	Minutes of the May 11, 2020 meeting were approved unanimously by roll call of all Warrant Committee members participating remotely.	
<b>Operational Budgets (including votes taken)</b>		
<b>Warrant Articles (including votes taken)</b>	None presented at this time.	
<b>List of all documents and exhibits used</b>	See the following Budget Documents posted on the Town Finance website and presented at the May 18, 2020 Warrant Committee Meeting: <ul style="list-style-type: none"> <li>● Presentation to Warrant Committee - 5.18.2020.pdf</li> <li>● FY21 Capital Budget - 5.18.2020.pdf</li> <li>● FY21 Budget Worksheet - POST covid - 5.18.2020.pdf</li> <li>● FY21 Budget Worksheet - PRE covid - 5.18.2020.pdf</li> </ul>	
<b>Other Business</b>		
<b>Follow-ups</b>		
<b>Dates for Meetings including WC</b>	<ul style="list-style-type: none"> <li>● May 26 - Warrant Hearing</li> </ul>	

	<ul style="list-style-type: none"> <li>● June 27 (rain date June 29) - Annual Town Meeting on Medfield High School turf field.</li> </ul>
<b>Names of people participating remotely and why</b>	<p>All Warrant Committee members and invited guests participated remotely; see above for names of attendees.</p>
<b>Other</b>	<ul style="list-style-type: none"> <li>● There being a quorum present, Michael Pastore, Chair, opened the meeting and noted his willingness to address questions from non-invited guests after the meeting; Michael then recognized Kristine Trierweiler, Town Administrator. <ul style="list-style-type: none"> <li>○ Kristine presented the FY2021 Budget Overview including a discussion of the impact of COVID-19 particularly on projections of state aid, local receipts and new growth.</li> <li>○ Kristine stated that the objective of tonight’s meeting is to get consensus for the latest revenue and expense projections to revise the FY21 budget in a way that minimizes the financial impact on both taxpayers and town employees as much as possible. <ul style="list-style-type: none"> <li>■ Revenue projections have been revised as follows: <ul style="list-style-type: none"> <li>● 10% reduction in state aid <ul style="list-style-type: none"> <li>○ There is no question that state aid will be reduced; just question of how much.</li> <li>○ A compounding problem is that we may not hear about the amount of state aid until after Town Meeting (July 15 or later).</li> </ul> </li> <li>● 13% reduction in projected Local Receipts.</li> <li>● Nearly 22% reduction in projected New Growth.</li> <li>● In total, Post COVID revenue is projected to be \$1,466,515 lower for FY2021.</li> </ul> </li> <li>■ Expense projections face potential increases from: <ul style="list-style-type: none"> <li>● Unemployment insurance</li> <li>● Health insurance</li> <li>● Fire and Police CBAs</li> </ul> </li> <li>■ Further uncertainty persists in: <ul style="list-style-type: none"> <li>● CARES funding - which can only be used for COVID expenses, not operating budget shortfalls;</li> <li>● Federal Aid - we still don’t know timing of any Federal stimulus funding.</li> </ul> </li> </ul> </li> <li>○ Questions and comments from BOS members: <ul style="list-style-type: none"> <li>■ Gus Murby asked what are grounds for assumption that stimulus funds will offset 10% of revenue reductions? <ul style="list-style-type: none"> <li>● Kristine expects the Massachusetts Municipal Association to put pressure on</li> </ul> </li> </ul> </li> </ul> </li> </ul>

the State to use “Rainy Day” funds to support towns.

- Pete Peterson noted that “planning for less and hoping for more” makes sense and would help avoid additional layoffs.
- Mike Marcucci advised that:
  - Every year during the recession years of 2005-2007 we had an override, so it would be best if we can solve the current problem without an override; it would be better to use reserves than burden taxpayers with perpetual overrides. First step in that process would be agreement from the Department of Revenue.
  - Also, we should try to make as few irreversible decisions as possible, noting that it will be hard to reverse course in future.
- Questions and comments from WC members:
  - Sharon Tatro asked:
    - Has the Town Finance team talked about how to close the \$1.4M revenue shortfall and is there a way to balance the Post-COVID budget using Free Cash or other reserves?
      - Kristine is concerned that FY22 is going to be worse than FY21; but assuming no other cuts, we could use \$300K from Free Cash and still meet our Financial Policy.
    - Sharon shared her concern that the revenue projection of 10% lower state aid may be not sufficient, but she recognizes that we’ll need to make mid-course corrections and would rather be cautious in this first Post-COVID budget.
- Questions and comments from School representatives
  - Superintendent Marsden stated:
    - The projection of 10% lower state aid is the right way to go on this; the State has \$5 billion of rainy day funds.
    - However, to balance the budget given this new projected revenue shortfall cannot be done without eliminating more positions.
      - We will have to focus on non-professional staff and are

	<p style="text-align: right;">legally bound to notify staff by 6/15.</p> <ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>■ Jessica Reilly added that unemployment costs will reduce payroll savings.</li> </ul> </li> <li>● This concluded the comment period from the Board of Selectmen, School Committee, School Administration and Warrant Committee attendees. <ul style="list-style-type: none"> <li>○ Hearing that all groups support the Post-COVID projections, Kristine Trierweiler and the Finance team will work with BOS to finalize the FY2021 budget for Annual Town Meeting.</li> </ul> </li> <li>● Michael Pastore asked whether the Warrant Committee will have articles for recommendation? <ul style="list-style-type: none"> <li>○ Kristine Trierweiler stated that the Warrant Committee will have a list prior to Tuesday, May 26;</li> <li>○ Mike Marcucci stated that the Board of Selectmen expects to settle on articles relevant to only the budget, which should number between 10 -14 articles.</li> </ul> </li> <li>● There being no other business, the meeting adjourned at 8:15pm.</li> </ul>

Respectfully Submitted: Newton H Thompson

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