



Warrant Committee  
Meeting Packet  
January 31, 2023



## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
011751	510100 01 -100-175-00-1-0000-000-510100	TN PLANNR DPT SAL	125,424.52	121,425.00	125,425.00	.00
011751	510130 01 -100-175-00-1-0000-000-510130-	LONGEVITY	500.00	500.00	550.00	10.00
011752	520100 01 -100-175-00-2-0000-000-520100	ADVERTISING	1,500.00	1,500.00	1,500.00	.00
011752	521700 01 -100-175-00-2-0000-000-521700	DUES & MEMBERSHIPS	1,000.00	1,000.00	1,000.00	.00
011752	521800 01 -100-175-00-2-0000-000-521800	TRAINING & EDUCATION	1,500.00	1,500.00	1,500.00	.00
011752	521900 01 -100-175-00-2-0000-000-521900	PROFESSIONAL SERVICES	1,500.00	1,500.00	1,500.00	.00
011752	521906 01 -100-175-00-2-0000-000-521906	PLANNING CONSULTANT	6,000.00	6,000.00	6,000.00	.00
011752	522500 01 -100-175-00-2-0000-000-522500	PRNTG-POSTG-STATY	2,250.00	2,250.00	2,250.00	.00
011752	524500 01 -100-175-00-2-0000-000-524500	MEETINGS+CONFERENCES	2,255.00	2,255.00	2,255.00	.00
011752	540220 01 -100-175-00-2-0000-000-540220	OFFICE SUPPLIES	880.00	880.00	880.00	.00
011754	437003 01 -100-175-00-4-0000-000-437003-	ZONING REV	-5,000.00	.00	.00	-100.00
011759	590002 01 -100-175-00-9-0000-000-590002	MASTR PL UPD15k18/98	.00	.00	.00	.00
BUDGET CEILING:					137,809.52	
TOTALS:			137,809.52	138,810.00	142,860.00	3.66

\*\* END OF REPORT - Generated by Frank Gervasio \*\*



## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
011611	510100 01 -100-161-00-1-0000-000-510100	TN CLK OFFICE SAL	29,284.00	29,284.00	29,700.00	1.42
011611	510101 01 -100-161-00-1-0000-000-510101	SAL-ELECTN REGISTRARS	648.00	648.00	648.00	.00
011611	510102 01 -100-161-00-1-0000-000-510102	PT-T ELECTN WRKRS	21,243.00	21,243.00	21,243.00	.00
011611	510140 01 -100-161-00-1-0000-000-510140-	SAL-TN CLK ELECTD	74,607.00	74,607.00	74,607.00	.00
011612	520110 01 -100-161-00-2-0000-000-520110	DATA PROCESSING ELECTIONS	5,000.00	5,000.00	5,000.00	.00
011612	521700 01 -100-161-00-2-0000-000-521700	DUES & MEMBERSHIPS	400.00	400.00	400.00	.00
011612	522302 01 -100-161-00-2-0000-000-522302-	TOWN CODE UPDATES	3,000.00	3,000.00	3,000.00	.00
011612	522410 01 -100-161-00-2-0000-000-522410	DOG TAGS & LICENSES	750.00	750.00	750.00	.00
011612	522500 01 -100-161-00-2-0000-000-522500	PRNTG-POSTG-STATY	3,000.00	3,000.00	3,000.00	.00
011612	522510 01 -100-161-00-2-0000-000-522510	STREET LIST PRINTING-ELECTIONS	1,200.00	1,200.00	1,200.00	.00
011612	522520 01 -100-161-00-2-0000-000-522520	BALLOT PRINTING-ELECTIONS	1,500.00	1,500.00	1,500.00	.00
011612	522800 01 -100-161-00-2-0000-000-522800	BINDING	1,000.00	1,000.00	1,000.00	.00
011612	523010 01 -100-161-00-2-0000-000-523010	ELECTION EXPENSE	11,000.00	11,000.00	11,000.00	.00
011612	523020 01 -100-161-00-2-0000-000-523020	CENSUS-ELECTIONS	4,700.00	4,700.00	4,700.00	.00
011612	524500 01 -100-161-00-2-0000-000-524500	MEETINGS+CONFERENCES	2,000.00	2,000.00	2,000.00	.00
011612	540220 01 -100-161-00-2-0000-000-540220	OFFICE SUPPLIES	1,000.00	1,000.00	1,000.00	.00

## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
011612	570010 01 -100-161-00-2-0000-000-570010	CAR ALLOW/MILEAGE	500.00	500.00	500.00	.00
BUDGET CEILING:					160,832.00	
TOTALS:			160,832.00	160,832.00	161,248.00	.26
** END OF REPORT - Generated by Frank Gervasio **						



# TOWN OF MEDFIELD

## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
011341	510100 01 -100-134-00-1-0000-000-510100	TOWN ACCT SALARIES	223,376.00	218,376.00	192,254.00	-13.93
011341	510130 01 -100-134-00-1-0000-000-510130	LONGEVITY-TN ACCT	.00	.00	.00	.00
011342	520500 01 -100-134-00-2-0000-000-520500	OTHER EQUIPMENT	700.00	700.00	700.00	.00
011342	521700 01 -100-134-00-2-0000-000-521700	DUES & MEMBERSHIPS	275.00	275.00	320.00	16.36
011342	521800 01 -100-134-00-2-0000-000-521800	TRAINING & EDUCATION	2,750.00	2,750.00	3,000.00	9.09
011342	521907 01 -100-134-00-2-0000-000-521907	TOWN & SCHOOL AUDIT	41,500.00	41,500.00	37,500.00	-9.64
011342	521911 01 -100-134-00-2-0000-000-521911	OPEB CONSULTANT	10,199.00	10,199.00	7,500.00	-26.46
011342	521914 01 -100-134-00-2-0000-000-521914-	CONSULTANT	.00	.00	.00	.00
011342	524500 01 -100-134-00-2-0000-000-524500	MEETINGS+CONFERENCES	1,200.00	1,200.00	1,200.00	.00
011342	540220 01 -100-134-00-2-0000-000-540220-	TN ACCT OFFICE SUPPL	2,000.00	2,000.00	2,100.00	5.00
011349	590001 01 -100-134-00-9-0000-000-590001	OPEB ACTUARY20k16/06	675.00	675.00	.00	-100.00
BUDGET CEILING:					282,675.00	
TOTALS:			282,675.00	277,675.00	244,574.00	-13.48

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# TOWN OF MEDFIELD

## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
011451	510100 01 -100-145-00-1-0000-000-510100	TREAS/COLL SALARY	219,232.88	216,253.00	219,233.00	.00
011451	510130 01 -100-145-00-1-0000-000-510130	LONGEVITY-TREAS/COLL	1,600.00	1,600.00	1,650.00	3.13
011452	521700 01 -100-145-00-2-0000-000-521700	DUES & MEMBERSHIPS	175.00	175.00	175.00	.00
011452	521800 01 -100-145-00-2-0000-000-521800	TRAINING & EDUCATION	470.00	470.00	470.00	.00
011452	521904 01 -100-145-00-2-0000-000-521904	PROFESSIONAL SVCE-BONDING	.00	.00	2,600.00	.00
011452	522500 01 -100-145-00-2-0000-000-522500	PRNTG-POSTG-STATY	23,800.00	23,800.00	34,000.00	42.86
011452	523603 01 -100-145-00-2-0000-000-523603	CONTR SVC-ADP PAYROLL	42,900.00	42,900.00	40,000.00	-6.76
011452	524500 01 -100-145-00-2-0000-000-524500	MEETINGS+CONFERENCES	875.00	875.00	1,800.00	105.71
011452	540220 01 -100-145-00-2-0000-000-540220	OFFICE SUPPLIES	4,100.00	4,100.00	2,000.00	-51.22
011452	570010 01 -100-145-00-2-0000-000-570010	CAR ALLOW/MILEAGE	100.00	100.00	200.00	100.00
011452	570040 01 -100-145-00-2-0000-000-570040	BONDS & INSURANCE	3,700.00	3,700.00	2,000.00	-45.95
011452	570041 01 -100-145-00-2-0000-000-570041	TREAS TAX TITLE	3,800.00	3,800.00	3,000.00	-21.05
011454	412018 01 -100-145-00-4-0000-000-412018-	2018 RE TAX REV	.00	.00	.00	.00
011454	475118 01 -100-145-00-4-0000-000-475118-	2018 APP SEW BETT ADD TO TAX R	.00	.00	.00	.00
011454	475119 01 -100-145-00-4-0000-000-475119-	2019 AP SB ATTX	.00	.00	.00	.00
011454	475120 01 -100-145-00-4-0000-000-475120-	2020 AP SB ATTX	.00	.00	.00	.00
BUDGET CEILING:					300,752.88	
TOTALS:			300,752.88	297,773.00	307,128.00	2.12

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## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
017102	576000 01 -700-710-00-2-0000-000-576000	DEBT RETIREMENT-PRINCIPAL	3,958,200.00	3,958,200.00	2,914,709.00	-26.36
BUDGET CEILING:					3,958,200.00	
TOTALS:			3,958,200.00	3,958,200.00	2,914,709.00	-26.36
** END OF REPORT - Generated by Frank Gervasio **						

## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
017512	576100 01 -700-751-00-2-0000-000-576100	DEBT SERVICE-INTEREST	1,312,070.00	1,312,070.00	1,160,574.00	-11.55
BUDGET CEILING:					1,312,070.00	
TOTALS:			1,312,070.00	1,312,070.00	1,160,574.00	-11.55
** END OF REPORT - Generated by Frank Gervasio **						

## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
019162	570400 01 -900-916-00-2-0000-000-570400	MEDICARE INSURANCE	624,000.00	624,000.00	665,000.00	6.57
BUDGET CEILING:					624,000.00	
TOTALS:			624,000.00	624,000.00	665,000.00	6.57
** END OF REPORT - Generated by Frank Gervasio **						



## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
016101	510100 01 -600-610-00-1-0000-000-510100	LIBRARY SALARIES	587,672.27	579,181.00	592,083.00	.75
016101	510130 01 -600-610-00-1-0000-000-510130	LONGEVITY-LIBRARY	1,400.00	1,400.00	1,600.00	14.29
016102	520112 01 -600-610-00-2-0000-000-520112	INFORMATN TECH-MLN	38,348.00	38,348.00	40,633.00	5.96
016102	520120 01 -600-610-00-2-0000-000-520120	AUTOMATION-MINUTEMAN	.00	.00	.00	.00
016102	520200 01 -600-610-00-2-0000-000-520200	GROUND & BUILDG MAINT	.00	.00	.00	.00
016102	520300 01 -600-610-00-2-0000-000-520300	EQUIP REPAIR & SERVICES	.00	.00	.00	.00
016102	520600 01 -600-610-00-2-0000-000-520600	EQUIP MAINT CONTRACTS	.00	.00	.00	.00
016102	521100 01 -600-610-00-2-0000-000-521100	UTIL-ELECTRICITY	28,000.00	28,000.00	28,000.00	.00
016102	521300 01 -600-610-00-2-0000-000-521300	UTIL-HEAT-OIL/GAS	7,700.00	7,700.00	7,700.00	.00
016102	521500 01 -600-610-00-2-0000-000-521500	UTIL-TELEPHONE	4,800.00	4,800.00	4,800.00	.00
016102	521600 01 -600-610-00-2-0000-000-521600	UTIL-WATER & SEWER	2,000.00	2,000.00	2,120.00	6.00
016102	522500 01 -600-610-00-2-0000-000-522500	PRNTG-POSTG-STATY	.00	.00	.00	.00
016102	522710 01 -600-610-00-2-0000-000-522710	BOOKS	.00	.00	.00	.00
016102	522720 01 -600-610-00-2-0000-000-522720	PERIODICALS	.00	.00	.00	.00
016102	522730 01 -600-610-00-2-0000-000-522730	NEWSPAPERS	.00	.00	.00	.00
016102	522735 01 -600-610-00-2-0000-000-522735	LIBRARY MATERIALS	128,500.00	128,500.00	133,500.00	3.89

# TOWN OF MEDFIELD

## REQ REVISED BUDGET REQUESTS

BUDGET PROJECTION 2024 FY 2024 APPROPRIATIONS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	REQ REVISED	PERCENT CHANGE
016102	524500 01 -600-610-00-2-0000-000-524500	MEETINGS+CONFERENCES	1,500.00	1,500.00	1,500.00	.00
016102	527000 01 -600-610-00-2-0000-000-527000	RENTS + LEASES	.00	.00	.00	.00
016102	540220 01 -600-610-00-2-0000-000-540220	OFFICE SUPPLIES	10,300.00	10,300.00	11,500.00	11.65
016102	570010 01 -600-610-00-2-0000-000-570010	CAR ALLOW/MILEAGE	.00	.00	.00	.00
016109	590012 01 -600-610-00-9-0000-000-590012-	SlaterRfRepr 41k17/16	20,186.53	20,186.53	.00	-100.00
016109	590015 01 -600-610-00-9-0000-000-590015-	LibrElevRpr10k11/19	10,000.00	10,000.00	.00	-100.00
016109	590019 BLDST 01 -600-610-00-9-0000-000-590019-	LiwiWellRp8k8/20	5,174.27	5,174.27	.00	-100.00
016109	590020 BLDST 01 -600-610-00-9-0000-000-590020-	LiwindoRp20k8/20	20,000.00	20,000.00	.00	-100.00
016109	590022 BLDST 01 -600-610-00-9-0000-000-590022-	LibBrkFd8/21	10,000.00	10,000.00	.00	-100.00
016109	590023 BLDST 01 -600-610-00-9-0000-000-590023-	EPDMRoof9/22	10,000.00	10,000.00	.00	-100.00
016109	590024 BLDST 01 -600-610-00-9-0000-000-590024-	Sealant9/22	20,000.00	20,000.00	.00	-100.00
BUDGET CEILING:					905,581.07	
TOTALS:			905,581.07	897,089.80	823,436.00	-9.07

\*\* END OF REPORT - Generated by Frank Gervasio \*\*





## FY2023 Financial Policy Measure of Compliance

	FY2023 Estimated 1-Jul-22	FY2023 Approved 1-Jul-22
<b>General Fund Expenditures*</b>	\$67,605,796	\$67,862,757
<b>Total Reserves</b>	\$5,992,836	\$5,915,438
<b>Reserves as a % of General Fund Expenditures</b>	<b>8.9%</b>	<b>8.7%</b>

<b>Total Reserves</b>	\$5,992,836	\$5,915,438
Reserves required to meet 7.5%	\$5,070,435	\$5,089,707
<i>Budget Met 7.5% Requirement</i>	<b>YES</b>	<b>YES</b>
Excess or Shortfall in Reserves to Meet 7.5%	\$922,401	\$825,731

<b>Free Cash Balance</b>	\$1,729,299	\$1,729,299
Free Cash as a % of Gen Fund Expenditures	2.56%	2.55%
<i>Budget Met 2.5% Requirement</i>	<b>YES</b>	<b>YES</b>
Free Cash Required by Policy	\$1,690,145	\$1,696,569
Difference in Free Cash Balance vs Required	\$39,154	\$32,730

\* per financial Policy



**DRAFT**

**TOWN OF MEDFIELD  
WARRANT FOR THE ANNUAL TOWN MEETING  
2023**

<b>Article</b>	<b>Issue</b>	<b>Submitted By</b>
	Accept Annual Reports	Board of Selectmen
	Perpetual Care	Cemetery Commissioners
	Revolving Funds	Board of Selectmen
	Creation of MGL Ch 44 53E <sup>1/2</sup> Vaccine Revolving Fund \$5,000	Board of Health
	PEG Access and Cable Related Funds	Board of Selectmen
	Elected Official Compensation	Board of Selectmen
	Personnel Administration Plan	Board of Selectmen
	FY2024 Operating Budget	Board of Selectmen
	Transfer additional funds into the Municipal Buildings Stabilization Fund	Board of Selectmen
	Appropriate funds from the Municipal Buildings Stabilization Fund for facilities capital projects	Capital Budget Committee
	Transfer funds into the Capital Stabilization Fund	Board of Selectmen
	FY2024 Capital Budget	Capital Budget Committee
	FY2024 Water and Sewer Enterprise Fund Budgets	Board of Water and Sewerage
	Appropriate surplus bond proceeds from the Water Treatment Plant project	Board of Water and Sewerage / Capital Budget Committee

	Rescind \$500,000 in borrowing authorization for the Water Treatment Plant	Board of Selectmen / Board of Water and Sewerage
	Remove and close the ambulance revolving fund and transfer funds to ALS revolving fund	Board of Selectmen
	Prior Year Bills	Board of Selectmen
	Appropriate funds for an Elementary School Feasibility Study	
	Police Collective Bargaining Agreement	BOS
	Vote to withdraw from Civil Service for Police Officers	BOS
	Appropriate funds from the Cemetery Fund for study and design of a cemetery expansion	Cemetery Commissioners/DPW
	Appropriate funds for the construction of a garage at the CENTER	BOS/Council on Aging
	PPA Agreements	SC/MEC/
	Noise Bylaw Change of Hours	BOS
	AHT Request for Funding	AHT
	Private Wells subject to Drought Restriction	BOS
	Reorganization of Zoning Bylaw	Planning Board
	Amend the School Building Committee Bylaw	BOS
	Citizens Petition: School Committee Public Hearing	Potts
	Citizens Petition: Compensation Transparency	Green
	Citizens Petition: Form Groundwater Committee	Hyman
	Free Cash	



**MINUTES**  
**Warrant Committee Meeting**  
**January 17, 2023**

<b>Warrant Committee Members</b>	Participating remotely: Jeremy Marsette, Sharon Tatro Participating in person: Stephen Callahan Chair, Peter Michelson, Brent Nelson, Jillian Rafter, Robert Sliney, Ed Vozzella Absent: Mather Eldred	
<b>Guests</b>	<b>In Person:</b> Kristine Trierweiler, Town Administrator Frank Gervasio, Assistant Town Administrator	
<b>Meeting Location</b>	By remote participation via Zoom and Chenery Hall, Medfield Town House	
<b>Meeting Times</b>	Meeting convened: 7:00 pm	Meeting adjourned: 7:54pm
<b>Approval of Previous Meeting Minutes</b>	<ul style="list-style-type: none"> <li>• Approved minutes of 10/24/22 4 in favor and 3 abstain</li> <li>• Approved minutes of 1/9/23; 7 in favor and 1 abstain</li> </ul>	
<b>Operational Budgets (including votes taken)</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>Warrant Articles (including votes taken)</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>List of all documents and exhibits used</b>	<ul style="list-style-type: none"> <li>• FY 2024 Budget Calendar</li> <li>• WC assignments by Budget Category</li> <li>• FY 24 Warrant Committee Planning Schedule</li> </ul>	
<b>Other Business</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>Follow-ups</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>Dates for Meetings including WC</b>	<ul style="list-style-type: none"> <li>• None currently</li> </ul>	
<b>Discussion with Financial Team</b>	<p>Steve previewed the agenda for the meeting and then asked to review and approve minutes. All minutes were approved unanimously by those who attended those and other abstaining.</p> <p>Minutes will be assigned in an alphabetical order, Sharon Tatro will do the minutes for Jan 17<sup>th</sup> and so on.</p> <p>The planning calendar was reviewed. A placeholder meeting has been added for March 6<sup>th</sup>. Steve would like to have people submit date requests for your department to come to speak about their budgets. The schedule will prioritize budgets and financial related articles first so hopefully those are all voted on prior to the printing of the warrant.</p>	

Bob would like to move Public Safety to the 14<sup>th</sup>. Jeremy will do DPW on the 28<sup>th</sup> instead.

The Annual Reports are being worked on and Kristine mentioned that the plan is to have them ready for the town meeting.

Kristine read a question from the public who wanted to know when the Warrant Committee website would be updated. She apologized it wasn't done yet and committed that it would be done soon.

Kristine went through a FY 2024 Budget Outlook presentation. She had presented this at the last Selectboard meeting and wanted to recap it for the Warrant Committee. It started with a recap of the limited sources of income the town has with a reliance on residential property taxes and limited growth of state aid and limited sources of new revenue. This is further hampered by increasing fixed costs that the town doesn't have a lot of control over like insurance and utilities. However on the bright side the town has a strong free cash balance and ARPA available.

The budget as a starting point is being done with conservative assumptions such as a 2.5% property tax levy increase, 2.5% state aid increase, a limited increase in local receipts and available new revenue of \$1.1M. Kristine reviewed the history of state aid to give rationale for the assumptions made in the budget.

On the expense side, the largest drivers of increased expenses are fixed costs that increase like health and liability insurance and OPEB.

Kristine also reviewed a FY 24 Town Department Outlook and highlighted that a Human Services Division has been created as an umbrella over the COA, Outreach, Veteran's Services and the Public Health Nurse to create more synergies and greater cooperation. It is being led by Kathy MacDonald. The budget includes two new positions. They are a Facilities/Energy Project Manager to provide an additional resource in the Facilities department as well as increasing the open position of a Conservation Agent to full time as they have not been able to fill it part time. The other budget driver will be the police negotiations that are still ongoing.

Kristine spoke about the Capital Budget and stated that it is anticipated all FY 24 requests will be able to be fully funded this year without issue and anticipate that will be the case in FY 25 as well. A lifecycle analysis is being created on all capital items. A capital item is a minimum of \$5,000.

The next steps for the FY24 Budget is the School Committee Budget hearing on the 26<sup>th</sup>, upcoming warrant committee meetings with department heads, anticipating the release of Governor Healey's Budget Proposal in March and then the warrant hearing on 3/20.



Kristine answered questions on the options for controlling health insurance costs. The town is part of a consortium that negotiates as a group and then the rates vary based on town experience. There have been discussion about making the high deductible option the towns primary plan but that is still ongoing.

The land fill was discussed about the progress to be able to lease for solar use. Kristine explained that she is working with DEP about the issues that the land fill wasn't capped and will keep us abreast as the process moves forward.

Steve requested that when the Warrant Committee gets the draft budget that include information on where the town stands in compliance with the financial policies. Kristine affirmed they can do that but to realize that the first draft is not a balanced budget so it won't potentially meet it in that draft. She announced that they just finished the process of affirming post the last town meeting that the town did indeed meet the financial policy for last fiscal year. Kristine's team will be providing us a memo on the status of free cash and it will include the mention that this last town meeting was the first time no free cash was used and will also include what the turnbacks were into free cash but she didn't have the turnback number on hand. A discussion for the new members happened to explain what turnbacks are and people were encouraged to make that be part of the discussion people have with their department heads. Kristine mentioned that we never penalize a department for a turnback as we don't want people to think they are use it or lose it. Steve commented that we do want to make sure that there isn't a consistently high turnback.

Steve mentioned that we should anticipate a discussion this year on how to use the free cash balance that has been increasing. Kristine explained that last year transfers had been made into other funds like Capital Stabilization and OPEB since we didn't need the funds to offset operating. A discussion about why its important that we have a healthy stabilization fund so that when things like COVID happen there are resources to help minimize layoffs and other reductions in services.

There are no warrants available yet as it is open until the 24<sup>th</sup> of January.

Meeting adjourned at 7:55pm.

<b>Attachments</b>	<ul style="list-style-type: none"> <li>• FY 2024 Budget Calendar</li> <li>• WC assignments by Budget Category</li> <li>• FY 24 Warrant Committee Planning Schedule</li> <li>• FY 24 Budget Outlook Presentation by Kristine Trierweiler</li> </ul> <p>Link to Zoom Recording:  <a href="https://medfield-net.zoom.us/rec/share/EOZ0xyO0-PQlgRAoDvDzUWoJDWDIFBrInierh4qAF8xQ8FCCSWaFrghidEAyVACH.T9uK62LGZswHyWmy">https://medfield-net.zoom.us/rec/share/EOZ0xyO0-PQlgRAoDvDzUWoJDWDIFBrInierh4qAF8xQ8FCCSWaFrghidEAyVACH.T9uK62LGZswHyWmy</a>            Passcode: g=c1BM?c</p>

Respectfully Submitted: Sharon Tatro

Approved minutes to be sent to: [ktrierweiler@medfield.net](mailto:ktrierweiler@medfield.net)

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