

CHELMSFORD FINANCE COMMITTEE
MINUTES

February 11, 2021

MEETING: A virtual meeting was held on Thursday, February 11, 2021 at 6:30 PM using Zoom Video Communications software.

PRESENT: J. Clancy, D. Goselin, E. Chambers, K. Duffett, V. Parks, and A. Tanini

ABSENT: A. Langford

ALSO PRESENT: P. Cohen, and J. Sousa

HANDOUTS: Sent via email: 2021 Spring Annual Town Meeting Warrant Draft, 2021 Spring Annual Town Meeting Draft Article Listing, FY2022 Budget Presentation, FY2022 Capital Planning Budget Recommendation, FY2022 Capital Plan Detail Sheets, FY2022 Town Manager's Operating Budget Recommendation, Schedule for Spring 2021 Finance Committee Warrant Book

The meeting was called to order at 6:30 PM.

J. Clancy read the following statement regarding the virtual meeting:

“Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor’s March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Chelmsford Finance Committee will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town’s website, at www.chelmsfordma.gov For this meeting, members of the public who wish to watch the meeting may do so by accessing the Chelmsford Telemedia website www.chelmsfordtv.org.

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town’s website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.”

Approval of Minutes:

October 1, 2021:

Approval of the minutes was delayed until the next meeting to give all members a chance to review them.

**Review & Discussion of Town Manager's Draft Fiscal Year 2022:
Recommended Operating Budget and Draft Annual Spring Town Meeting Warrant
Articles:**

P. Cohen reported that the budget he was recommending was a \$144.2 million budget which reflected an increase of 3.9% over FY2021. He stated that this was broken out with \$65 million (5.4% increase) going to the schools, \$32 million (\$3.43% increase) going to general government, \$26.9 million (5.53% increase) going to benefits and insurance, a \$280,000 assessment for Nashoba (8.12% increase), and a \$12.7 million budget for debt services (a 5.823% decrease). He indicated that the budget would utilize the entire 2.5% increase in the levy limit. He added that it was a level-services budget with no new general government positions and just under \$4 million targeted for capital infrastructure investment. P. Cohen reported that there was a lot of uncertainty regarding the economy, state funding and potential federal stimulus funding to states as well as stimulus funding coming to the local level. He indicated that signs were encouraging that there may be some assistance.

P. Cohen stated that the Town's priorities remained the same as prior years with a focus on education, public safety, capital infrastructure and public health and human services. He pointed out that S. Rosa had been doing a fantastic job during the pandemic with the help of other departments as public health was a top priority and it required a town-wide effort. He stated that the largest increase of \$3,333,000 was going to the schools but indicated that this was larger than normal to bring them back to the level they would have been at without the cuts due to the pandemic. He explained that the increase for schools for FY2022 was \$3,333,000 or 5.4%, but the increase for FY2021 ended up at \$667,000 or a 1.09% increase. He pointed out that in looking at the 5 and 10 year trends the schools averaged to a \$2 million increase per year while public safety averaged \$.5 million per year and benefits and insurance averaged \$1 million per year.

P. Cohen reported that the amount of Chapter 70 funding for FY2021 was \$11,199,428 and the proposed amount in the FY2022 governor's budget was \$11,348,108. He stated that the result was that Chapter 70 funding remained constant averaging out to \$30 per student. He pointed out that Chelmsford was already 34.3% above net school spending and in FY2022 it would be closer to 40%. He stated that in FY2019 the annual cost to educate one student was \$15,637 and he estimated that this would increase to more than \$16,000 for FY2021. He noted that in comparing Chelmsford to other comparable communities Chelmsford ended right in the middle in terms of annual per pupil expenditures. He reported that when looking at special education circuit breaker, Chelmsford skewed toward the upper end with Burlington at the top and Chelmsford fourth. P. Cohen reported that Chelmsford held steady with a student teacher ratio of 13.6 which again put Chelmsford in the middle when compared to other communities. He added that this ratio had improved from a decade ago when it had been 15.6. P. Cohen reported that the average class size in Chelmsford was declining and Chelmsford was on the low end when compared to other communities.

P. Cohen reported that the Nashoba Assessment came in at \$3,721,402 which was just slightly off his estimate of \$3,725,000. He reported that Chelmsford enrollment increased by 11 students to 212 while the total member enrollment increased by 10 students to 664. He explained that this resulting in Chelmsford's share of enrollment increasing from 30.58% to 31.78%. He reported that the cost to educate one student at Nashoba in FY2019 was \$21,490 while he estimated that the cost would increase to more than \$23,000 for FY2021. He explained that the cost for education at Nashoba was higher because it was only high school and did not include lower grades which were less costly.

P. Cohen reported that under public safety the staffing level of 59 sworn officers and 69 full-time employees was maintained. He pointed out that call volume increase to 36,979 in 2020 from 36,746 in 2019. He noted that the workload was not diminishing. He reported that the fire department maintained the staffing level of 63.5 full-time employees and maintained the protocol of a minimum of 11 firefighters per shift. He reported that call volume had decreased to 5,475 in 2020 from 6,602 in 2019. He suggested that this was a reflection of the decrease in travel on the roads due to Covid-19. He added that with maturing building safety codes there was less activity such as structure fires.

P. Cohen reported that the FY2022 budget included a 2% increase for non-union employees. He noted that this added an estimated \$500,000 to personnel costs. He stated that the average increase in health insurance premiums was estimated at 3% and he estimated that there would be an increase of \$785,000 (6.1%) in health insurance costs for employees and retirees. He pointed out that the number of retirees in the health care system was increasing. He reported that in FY2021 there were 665 employees and 932 retirees for a total of 1,597 subscribers. P. Cohen reported that the FY2022 assessment for Middlesex Retirement was \$9,883,109 which was nearly a 4% increase over the prior year. He added that as of January 1, 2020 the unfunded pension liability was \$116.2 million and as of July 1, 2020 the unfunded OPEB liability was \$52 million for a total unfunded liability of \$168.2 million. He reported that the FY2022 budget included a \$8,330,179 assessment towards the unfunded pension liability and a \$1,100,000 appropriation towards the unfunded OPEB liability.

P. Cohen reported that there was an \$80,000 increase in the solid waste and collection costs in the budget. He explained that this was due to prevailing wages and fuel costs, but also to the larger long-term disposal problem. He explained that there was a shortage of disposal alternatives which resulted in an increase in tipping fees from \$74.48/ton to \$90/ton. He added that due to the pandemic more people were staying home and working from home generating more trash. He explained that this has resulted in a 10% increase in residential solid waste. He said that the estimate for solid waste for FY2022 in Chelmsford was 17,000 tons. He added that the disposal fees were expected to be \$1.5 million which was an increase of \$400,000 or 34%. He said that the overall estimated increase for solid waste and recycling was \$480,000 or a 16% increase. P. Cohen reported that the property, casualty, and workers compensation insurance was estimated to increase by \$50,000 or 5.25% while Medicare payroll taxes were expected to increase by \$46,000 or 4.5% to \$1,076,000. P. Cohen reported that the FY2022 excluded debt service was \$3191,315 which was a decrease of \$460,000 or 12.59%. He noted that this was mostly due to the reduction in sewer project debt. He reported that non-excluded debt would decrease by \$312,558 to \$7,145,406 in FY2022.

P. Cohen reported that the percentage of revenue coming from property tax continued to increase. He stated that 75.65% of the town's revenues came from property taxes in FY2017 while in FY2022 it was estimated that 78.64% of revenues would come from property tax. P. Cohen reported that total estimated new revenue for FY2022 were \$5,715,203 with \$2,652,732 coming from the allowed 2.5% increase and \$1.6 million coming from new growth. P. Cohen reported that the FY2021 average single-family property tax bill was \$7,400. He pointed out that even though the taxes had increased, they had also increased everywhere, and Chelmsford's percentage increase was less than other towns. He pointed out that Chelmsford's average tax ranking remained relatively constant. He explained that in FY2019 the ranking was 70, in FY2020 it was 68 and in FY2021 Chelmsford's ranking was 72. He noted that Chelmsford's ranking had been between 68 and 70 for a solid decade.

P. Cohen reported that state aid was estimated to increase by only \$188,636 or 1.08%. He noted that this was a diminishing part of the budget and he did not anticipate any material changes here. He reported that local receipts were estimated to increase by \$632,000 or 7.07%. He pointed out that motor vehicle excise taxes had hit their peak about a year and a half ago at \$5.6 million. He said that he budgeted them at \$5,000,000 for FY2022. He stated that permits were relatively strong and were budgeted at \$1,100,000. He reported that he budgeted the meals tax at \$500,000 and the rooms/hotel tax at \$300,000. He commented that if people get back out and there is heightened activity these could increase, but he thought that these estimates were realistic. He added that he did not know what was going on at the Radisson as it remained closed, but there were no signs of renovations being done. P. Cohen reported that the Boston Consumer Price Index was at 1.2% as of November of 2020. He said that they would keep an eye on the inflation rate going forward. P. Cohen reported that the FY2022 budget included a capital plan of \$3,893,974 with \$75,000 being funded from the Childcare Revolving Fund leaving \$3,818,974 to be financed.

P. Cohen reported that the burden for services remained on the taxpayer. He stated that the \$30 per student funding did not keep pace with inflation. He stated that the Chapter 90 funding for roads was only about one-third of what was needed and had not changed in about a decade. He suggested that increases to Chapter 70 and Chapter 90 funding would decrease the local burden. He added that seeking OPEB reform from the legislature would also be a step to relieve the burden on the taxpayer.

K. Duffett asked if the interest on late taxes was from the senior tax deferral program. J. Sousa replied that it was. He explained that the deferred interest accrued in those accounts but would not show up in the budget. He explained that it would only show up as revenue when the property was sold. He added that there were about 15 properties currently in this program. He said that deferred liabilities were maintained in a separate listing by the town accountant.

E. Chambers asked how much the cost per pupil would be if the school numbers were fully loaded and included all costs such as benefits. P. Cohen replied that the cost per pupil did include benefits. He explained that these figures came from an end of year report completed by the school business manager and town accountant. He said that these numbers were fully loaded and were reported to the state and to the auditors.

E. Chambers commented that he thought that there were two animal control officers, yet the public safety slide indicated only one. He asked if there was now only one animal control officer. P. Cohen replied that one animal control officer retired, and they decided to move forward with the remaining one.

Discussion of Fiscal Year 2021 Recommended Capital Plan:

K. Duffett made a motion that the Finance Committee take the presentation of the capital plan out of order. V. Parks seconded the motion. All voted in favor. The motion passed.

J. Sousa reported that the Capital Planning Committee reviewed 34 projects and approved 24 for funding in FY2022. He stated that the total for these projects was \$3,893,974 and as previously mentioned \$75,000 of this would be funded from the Child Care Revolving Fund leaving a net of \$3,818,974 to be borrowed.

J. Sousa reported that under municipal technology \$50,000 was budgeted for door security upgrades at the police station and center fire station. He explained that this would transition the current mechanical lock security to an electronic swipe security system.

He reported that under public works they budgeted \$316,031 for the parking lot repaving at the Senior Center. He added that public works and facilities would evaluate the space layout as parking was limited and with a different layout they may be able to put in more spaces.

J. Sousa reported that under public library, \$145,000 was budgeted for an emergency generator at the Adams Library. He stated that this would allow them to maintain operations during power outages and offer a warming and power-up station for residents to charge their portable devices. He added that an additional \$25,000 was budgeted for the final phase of carpet replacement and another \$37,920 was budgeted for computer replacement as a continuation of their computer replacement program. He explained that they replaced computers on a 4 to 5 year cycle. He noted that the final phase of carpet replacement had been deferred due to Covid-19.

J. Sousa reported that \$32,000 was budgeted under public safety for the police department. He said that these funds would be used for two electronic speed/message advisory signs. He said that these signs would allow for the collection of speed data and assist in speed enforcement and traffic safety. He added that they could also be used to display short messages for drivers. J. Sousa reported that the capital plan included several vehicles for the fire department under public safety. He said that the first request had been deferred in the past and was for \$61,000 for an SUV vehicle replacement to replace a 2008 Ford Explorer. He explained that Chief Ryan has been experiencing significant mechanical problems with this vehicle and it would be taken out of service. He stated that the other vehicle was a service 2 plow truck for \$76,078. He stated that this would replace a 2012 Ford F350 with 96,175 miles. He added that the existing vehicle would be repurposed as a backup plow truck for all five fire stations and would replace the existing 2002 backup truck. He reported that \$150,157 was also budgeted for the fire department for a mechanic's apparatus hydraulic lift. He said that the existing lift was 30 years old and it wouldn't pass safety inspection.

J. Sousa reported that under public works \$350,000 was budgeted for sidewalk construction and \$400,000 for road improvements. He said that the roads targeted would be based on the

pavement management survey. He stated that \$170,000 would be budgeted for sidewalk snow removal equipment which would replace the existing 1998 model. He said that a medium-duty truck for \$75,000 was requested for the parks division which would replace a 2008 dump truck. He noted that this truck had been deferred in the past and the 2008 truck would be repurposed as a sewer division vehicle.

J. Sousa reported that under municipal facilities \$110,000 was budgeted for maintenance shop upgrades. He said that the shop was an older, steel, pre-fab building which was 30 years old and housed a lot of the equipment for the facilities department. He said that the walls and roof were leaking. He added that another building needing upgrade was a nearly 50-year old former treatment plant which was used for off-season equipment storage. J. Sousa reported that under municipal facilities three SUV vehicles would be replaced with hybrid SUV vehicles under the green community's initiative at a cost of \$165,000. He said that these vehicles would be repurposed for use by other departments such as the library and senior center. J. Sousa stated that \$45,000 was budgeted for roof safety ladders and skylight grates. He explained that this was for the installation of 52 skylight grates and 8 roof ladders and the repair of another 5 existing ladders. He said that these requests were due to requirements resulting from an OSHA inspection. J. Sousa reported that \$49,730 was budgeted for CCA building insulation to reduce energy costs and improve the comfort factor in the large meeting room area of the center.

J. Sousa reported that under school facilities \$597,156 was budgeted for school security upgrades. He explained that this would replace door hardware at Byam, Harrington, and Westlands Community Ed. Center. He said that it would replace the existing knob style handles with code-compliant lever handles and locking devices. He said these would allow teachers and students to lock the doors from the inside should there be an emergency situation. He reported that \$29,184 was requested to repair and replace damaged floor tile in the student cafeteria at Harrington School. He reported that \$30,360 was requested to replace toilet/urinal partitions in the student restroom at the Center School. He noted that major renovations at the Center School were done 20 plus years ago. He reported that \$227,700 was requested for kitchen upgrades at the Westlands Community Ed. Center. He said this was a continuation of the efforts to remodel the kitchen and food preparation areas. He reiterated that \$75,000 of the cost for this project would be funded by the Child Care Revolving Fund. J. Sousa reported that \$75,900 was included under school facilities for a kitchen ventilation upgrade at South Row School and \$127,000 was included for an elevator replacement at the Parker Middle School. He said that the kitchen ventilation request was for a code-compliant, variable speed kitchen exhaust system. He explained that the exterior elevator was at the end of its useful life.

J. Sousa reported that under school security \$598,758 was requested for security and surveillance system upgrades at Byam, Center, Harrington, and South Row Schools. He said that this was a continuation of the schools' security initiative. He added that updated, modern security would allow them to tie into police dispatch.

J. Sousa reported that following the current schedule the capital plan would be up for Town Meeting consideration in April of 2021 and municipal bond issuance would take place in June of 2021.

E. Chambers asked if the road improvements in the capital plan were for pothole repairs. J. Sousa replied that they resurfaced sections of road. He added that they targeted stretches of roadway that had numerous potholes. E. Chambers asked if the sidewalk snow removal equipment for \$170,000 was a single-use vehicle or if it performed other functions. J. Sousa replied that it was a multi-use vehicle which had other attachments. E. Chambers asked if there was a tax incentive for electric vehicles. J. Sousa replied that the vehicles that they were purchasing were hybrid and not entirely electric. P. Cohen commented that the town did not get any tax credit or incentive for the vehicles. He added that there was assistance for electric vehicle charging stations. E. Chambers asked what the cost split was on the ladders versus the skylight grates. J. Sousa replied that he didn't have the breakout, but the request was from an OSHA requirement. He explained that it came about from an accident in another town a few years ago where a worker shoveling snow from a roof was injured.

Annual Spring Town Meeting Warrant:

P. Cohen reported that the Spring Town Meeting Warrant would be signed by the Select Board on Monday, February 22, 2021. He said that there was the expectation that the Town Meeting could be postponed until mid-June. He quickly ran through the 42 articles.

1. Reports of Town Officers/Committees
2. Amend Fiscal Year 2021 Operating Budget
3. Funding for Collective Bargaining Agreements (P. Cohen indicated that this was a placeholder.)
4. Nashoba Valley Technical School District FY22 Assessment
5. Fiscal Year 2022 Chelmsford Public Schools Operating Budget
6. Fiscal Year 2022 General Government Operating Budget
7. Finance Committee Reserve Fund
8. Fiscal Year 2022 Capital Budget
9. Chelmsford Public Schools HVAC Repairs and Upgrades (P. Cohen indicated that this was a placeholder. He indicated that a comprehensive assessment of HVAC systems in schools was being done. He said that this was precipitated by Covid-19 for air quality improvement but would also help address air quality concerns going forward such as during the flu season. He said that the Select Board had awarded a bid to do air balancing in all the schools.)
10. PFAS in Groundwater Monitoring Wells at 54 Richardson Road (P. Cohen explained this article was a placeholder for funding for work currently happening due to elevated levels of PFAS which were found in the water at the 54 Richardson Road site. He said that they started to monitor the levels this fiscal year and by installing monitoring wells they would gain a better understanding of where the chemicals were coming from. He added that they were doing a site inspection which was being reviewed by the Department of Environmental Protection.)
11. Fiscal Year 2022 Sewer Enterprise Fund Operating Budget
12. Sewer Vacuum Truck
13. Sewer Utility Truck

14. Fiscal Year 2022 Stormwater Management Enterprise Fund Operating Budget (P. Cohen stated that this was the third and final year of the stormwater ramp-up of operations. He added that the standards were in place and wouldn't be changing under the current administration.)
15. Dunshire Drive Culverts (P. Cohen said that this was a placeholder. He said that they were seeking grant funding for this project. He added that they already had a grant for the engineering work which has been satisfactorily completed.)
16. Stormwater Vacuum Truck (P. Cohen noted that the stormwater vacuum truck was entirely different from the sewer vacuum truck. He added that this would be a borrowing under the Stormwater Enterprise Fund debt.)
17. Fiscal Year 2022 Forum Ice Rink Enterprise Fund Operating Budget
18. Fiscal Year 2022 PEG Access and Cable Related Enterprise Fund Operating Budget
19. Fiscal Year 2022 Golf Course Enterprise Fund Operating Budget
20. Onsite Sewage Facility Revolving Fund (P. Cohen stated that this article was from a request from the Board of Health to have a new revolving fund. He said that this stems for the ability to install septic tanks during the sewer moratorium. He explained that applicants would pay funds into this revolving fund and the fund would then pay for inspectors. He added that this would have no impact on the tax burden.)
21. Annual Authorization of Departmental Revolving Funds
22. Cemetery Improvement and Development Fund
23. Community Action Program Fund
24. Affordable Housing Stabilization Fund
25. Community Preservation Fund: FY22 Debt Service, Admin. Expenses & Reserves
26. Varney Playground and Southwell Park Playground Equipment
27. Warren-Pohl Property Parking Lot (P. Cohen reported that the property acquisition was completed. He said that the Conservation Commission had given a preliminary report on the property and the results from their meeting. He said that one of the critical requirements was parking to access the property. He said that the commission was looking at two parking areas; one on Parker Road which would be an expansion of the Wright Reservation parking and the other on Boston Road near the barn.)
28. Climate Change Resolution (P. Cohen stated that Article 28 was a citizen petition article for the town to support a climate change resolution. He added that this was also being done at the state level.)
29. General Bylaw Amendment: Board of Selectmen to Select Board
30. Zoning Bylaw Amendment: Board of Selectmen to Select Board
31. General Bylaw Amendment: Stormwater Management (P. Cohen stated that this was a lengthy bylaw outlining stormwater management best practices. He said that this would provide clarity and direction to the stormwater enterprise.)
32. General Bylaw Amendment: Grinder Pumps

33. Transfer Freeman Lake Parcels to the Conservation Commission (P. Cohen reported that there were no costs involved in Article 33. He said it was just the transfer of management of these parcels of land to the Conservation Commission.)
34. Grist Mill Easements (P. Cohen stated that there was an easement agreement and map for this article which would be an appendix to this warrant.)
35. Turnpike Road Sidewalk Easements (P. Cohen reported that these easements went from the current traffic signal to Warren Avenue. He added that survey work has been done and the sidewalk was funded by a state grant.)
36. Ledge Road and Dunstable Road Intersection Easement (P. Cohen stated that this easement was due to the truck traffic in the area and the difficulty in making a left-hand turn heading towards Tyngsboro.)
37. Zoning Bylaw Amendment: Village Center Overlay Parking Requirements (P. Cohen reported that the Zoning Board had four articles. He said this first one was to amend the Village Center overlay parking requirements to make them stricter.)
38. Zoning Bylaw Amendment: E-Commerce (P. Cohen stated that this article would amend the Town zoning bylaw to define E-commerce and to regulate it.)
39. Zoning Bylaw Amendment: Recreational Marijuana Accessory Uses (P. Cohen stated that currently any activity involving recreational marijuana was prohibited in town. He said that the Planning Board was proposing that activities other than sales be allowed such as cultivation and research and development.)
40. Zoning Bylaw Amendment: Recreational Marijuana Sales (P. Cohen stated that this article would make sure that it was clear that recreational marijuana sales were not allowed.)
41. General Bylaw Amendment: Delete Prohibition of Non-Medical Marijuana Establishments (P. Cohen stated that the general bylaw would also need to be amended to allow any recreational marijuana activities.)
42. Street Acceptances

P. Cohen stated that his sense was that with 42 articles it would be a three session Town Meeting. He added that if Town Meeting is postponed it would probably be postponed until mid-June around the 21st as children would be out of schools. P. Cohen stated that he would send out the final warrant once it was signed.

Reorganization Discussion and Vote:

J. Clancy asked if members wanted to move forward with the Finance Committee reorganization given that A. Langford was not present. E. Chambers replied that he was fine with proceeding. The other members agreed. K. Duffett made a motion to nominate J. Clancy for chairman. A. Tanini seconded the motion. Hearing no further nominations, J. Clancy called the vote. K. Duffett, A. Tanini, V. Parks, E. Chambers, and D. Goselin voted in favor of the motion. J. Clancy abstained. The motion passed. J. Clancy will remain as chairman of the Finance Committee. K. Duffett made a motion to nominate A. Tanini for vice-chairperson. V. Parks seconded the motion. A. Tanini said that she wouldn't mind continuing but asked if anyone else was interested in being nominated. She suggested E. Chambers. He replied that he was fine

with A. Tanini continuing. Hearing no further nominations, J. Clancy called the vote. K. Duffett, J. Clancy, V. Parks, E. Chambers, and D. Goselin voted in favor of the motion. A. Tanini abstained. The motion passed. A. Tanini will remain as vice-chairperson of the Finance Committee.

Discuss Liaison Assignments for FY2022 Budget Review:

The Finance Committee discussed the liaison assignments and assigned liaison's as follows:

Department	Liaison
Board of Health	A. Tanini
Capital Planning	A. Langford
Cemetery	D. Goselin
Chelmsford Public Schools	K. Duffett/D. Goselin/V. Parks
Community Preservation Fund	K. Duffett
Senior Center	D. Goselin
DPW/Waste/Sewer/Storm	J. Clancy/E. Chambers
Finance Department/ Accounting	A. Tanini
Finance Department/ Assessors	A. Tanini
Finance Department/ Information Technology	A. Tanini
Finance Department/ Treasury and Collection	A. Tanini
Fire Department	E. Chambers/A. Langford
Library	K. Duffett
Nashoba Valley School District	V. Parks/E. Chambers/ D. Goselin
PEG Access/Cable	V. Parks
Police Department	J. Clancy/A. Langford
Public Facilities	J. Clancy/E. Chambers
Veterans Services	A. Tanini

J. Clancy commented that with Zoom meetings the department meetings may be easier to arrange as there was more flexibility.

K. Duffett reported that the schools were having a public hearing next Tuesday when they would be making a presentation. V. Parks asked if the meeting was virtual. K. Duffett replied that the school committee would be present in person, but it was virtual for the public. J. Clancy commented that they would be presenting their recommended FY2022 budget; adding that the meeting would be at the CPS Administration office at 6:00 PM, but public participation would take place remotely. He said that a notice went out to all Town Meeting Representatives. He said that if any Finance Committee members did not receive the email notice he could forward it to them.

K. Duffett asked why the Zoning Board was bringing up marijuana again since Town Meeting had already voted against it. J. Clancy replied this would be a question for the Planning Board when they come in. He added that it had been a number of years since the vote on recreational marijuana.

Budget Hearing and Spring Town Meeting Warrant Schedule:

P. Morrison provided a schedule for the Spring Town Meeting Warrant Book given the normal schedule with April Town Meeting. J. Clancy said that the committee could proceed now with the understanding that Town Meeting may be delayed and there may be some “wobble room” in the agenda as needed. He said normally there would not be a meeting next week as it was school vacation week. He asked if the Finance Committee members could meet next week if any department heads were available to come in. The Finance Committee members indicated that they were available. J. Clancy suggested seeing if they could meet with any department heads and if they could be ready for their budget hearing next week. He asked that members email him by mid-day on Tuesday to let him know as he would need to post the agenda. P. Cohen reminded the Finance Committee that Monday was a legal holiday, and nobody would be at town offices. J. Clancy stated that the Finance Committee would meet the final Thursday in February. He added that the Board of Appeals had requested that the Finance Committee not meet the first Thursday in March so likely there would not be a meeting on March 4, 2021.

Public Comment:

K. Duffett made a motion to adjourn. E. Chambers seconded the motion. All voted in favor.

The meeting adjourned at 8:41 PM.

Respectfully submitted,

Pamela A. Morrison