



Town Manager
Mark W. Haddad

TOWN OF GROTON

173 Main Street
Groton, Massachusetts 01450-1237
Tel: (978) 448-1111
Fax: (978) 448-1115

Select Board

John F. Reilly, *Chair*
Rebeca H. Pine, *Vice Chair*
Matthew F. Pisani, *Clerk*
Alison S. Manugian, *Member*
Peter S. Cunningham, *Member*

SELECT BOARD MEETING MONDAY, NOVEMBER 7, 2022 AGENDA

VIRTUALLY ON ZOOM AND THE GROTON CHANNEL
PURSUANT TO THE OPEN MEETING LAW
ZOOM ID: 848 2093 9118

- 7:00 P.M. Announcements and Review Agenda for the Public
- 7:05 P.M. Public Comment Period
- I. 7:06 P.M. Town Manager's Report
 - 1. Former Nod Road Landfill Update
 - 2. Fiscal Year 2023 First Quarter Financial Review
 - 3. Update on Fiscal Year 2023 Goals and Objectives
 - 4. Update on Select Board Meeting Schedule through the End of the Year
- II. 7:10 P.M. Items for Select Board Consideration and Action
 - 1. NONE
- III. 7:15 P.M.

OTHER BUSINESS

ON-GOING ISSUES – Review and Informational Purposes – Brief Comments - Items May or May Not Be Discussed

- A. Water Department – Manganese Issue
- B. PFAS Issue
- C. Green Communities Application and Implementation
- D. Florence Roche Elementary School Construction Project
- E. ARPA Funding

SELECT BOARD LIAISON REPORTS

- IV. Minutes: Regularly Scheduled Meeting of October 24, 2022

ADJOURNMENT

Votes may be taken at any time during the meeting. The listing of topics that the Chair reasonably anticipates will be discussed at the meeting is not intended as a guarantee of the topics that will be discussed. Not all topics listed may in fact be discussed, and other topics not listed may also be brought up for discussion to the extent permitted by law.



TOWN OF GROTON

173 Main Street
Groton, Massachusetts 01450-1237
Tel: (978) 448-1111
Fax: (978) 448-1115

Select Board

John F. Reilly, *Chair*
Rebeca H. Pine, *Vice Chair*
Matthew F. Pisani, *Clerk*
Alison S. Manugian, *Member*
Peter S. Cunningham, *Member*

Town Manager
Mark W. Haddad

To: *Select Board*

From: *Mark W. Haddad – Town Manager*

Subject: *Weekly Agenda Update/Report*

Date: *November 7, 2022*

TOWN MANAGER'S REPORT

Please note that Monday's meeting will be held virtually on Zoom. Other than the Town Manager's Report, Items for Select Board Consideration and Action and a review of the On-going Issues List, there are no specific scheduled Agenda Items on Monday's Agenda.

1. Please be advised that someone provided the Department of Environmental Protection with a copy of the Initial Site Assessment conducted by Geological Field Services on the former Nod Road Landfill. Based on this, DEP will be conducting an inspection of the Former Landfill. This may lead to the Town having to do a Complete Site Assessment, which could cost upwards of \$130,000. At this time, I would strongly recommend the Town do nothing further with the former Landfill until such time as we receive a report from the DEP.
2. Enclosed with this report is the Fiscal Year 2023 First Quarter Financial Report as prepared by the Town Accountant. I would like to spend some time at Monday's meeting reviewing this Report with the Board.
3. As is our practice when reviewing the quarterly financials, I have set aside time for the Board to review the status of your FY 2023 Goals. Enclosed with this report is a status update on the goals. We can discuss this in more detail at Monday's meeting.

| | |
|---------------------------|---|
| Monday, November 14, 2022 | -Meet with Library Trustees to Fill Vacancy |
| Monday, November 21, 2022 | -Tax Classification Hearing |
| Monday, November 28, 2022 | No Meeting |
| Monday, December 5, 2022 | -Annual License Renewals |

Continued on next page – Over >

Select Board
Weekly Agenda Update/Report
November 7, 2022
page two

3. **Continued:**

| | |
|---------------------------|---|
| Monday, December 12, 2022 | -Sustainability Commission Report |
| Monday, December 19, 2022 | -Finance Team Update on New Growth, etc. |
| Monday, December 26, 2022 | No Meeting (Christmas Holiday) |
| Monday, January 2, 2023 | No Meeting (New Year Holiday) |
| Monday, January 9, 2023 | -FY 2024 Town Manager's Budget Presentation |

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

NONE

MWH/rjb
Enclosures

September 30, 2022

| Current Budget FY23 | July - Sept Actual FY23 | Variance to FY23 Budget | 1st Qtr % of Budget | Final FY22 Budget | July - June Actual FY22 | July - Sept Actual FY22 | 1st Qtr Variance to FY22 Budget | 1st Qtr % of Budget | % of Budget Change |
|------------------------|----------------------------|----------------------------|------------------------|----------------------|----------------------------|----------------------------|------------------------------------|------------------------|-----------------------|
|------------------------|----------------------------|----------------------------|------------------------|----------------------|----------------------------|----------------------------|------------------------------------|------------------------|-----------------------|

Town of Groton
General Fund Statement of Revenues & Expenditures
September 30, 2022

Salaries/Wages Expenditures by Function of Government

| | | | | | | | | | | |
|---|-------------------|------------------|------------------|---------------|-------------------|-------------------|------------------|------------------|---------------|---|
| General Government: | | | | | | | | | | |
| BOS/Town Manager | 359,619 | 96,359 | 263,260 | 26.79% | 347,495 | 346,701 | 93,160 | 254,335 | 26.81% | 99.93% |
| Accountant | 154,031 | 42,980 | 111,051 | 27.90% | 147,273 | 147,273 | 39,848 | 107,425 | 27.06% | 103.10% |
| Assessors | 150,831 | 41,230 | 109,601 | 27.34% | 142,963 | 141,149 | 37,321 | 105,642 | 26.11% | 104.71% |
| Treasurer/Collector | 218,497 | 57,820 | 160,677 | 26.46% | 215,457 | 213,870 | 60,386 | 155,071 | 28.03% | 94.40% Personnel Transfer |
| Personnel | 87,984 | 25,863 | 62,121 | 29.40% | 82,822 | 82,822 | 23,193 | 59,629 | 28.00% | 105.00% |
| Information Technology | 183,250 | 50,910 | 132,340 | 27.78% | 174,801 | 173,924 | 47,925 | 126,876 | 27.42% | 101.31% |
| Town Clerk/Elections | 190,800 | 61,555 | 129,245 | 32.26% | 162,394 | 160,650 | 41,558 | 120,836 | 25.59% | 126.06% Retirement VBB Pay/Consulting Wages |
| Land Use Conservation Comm. | 73,971 | 21,697 | 52,274 | 29.33% | 69,481 | 69,481 | 19,457 | 50,024 | 28.00% | 104.75% |
| Land Use Inspection Services | 202,542 | 51,157 | 151,385 | 25.26% | 198,438 | 196,327 | 47,393 | 151,045 | 23.88% | 105.78% |
| Land Use (Planning/ZBA) | 89,236 | 26,236 | 63,000 | 29.40% | 84,016 | 84,016 | 23,527 | 60,489 | 28.00% | 105.00% |
| Total General Government | 1,710,761 | 475,807 | 1,234,954 | 27.81% | 1,625,140 | 1,616,213 | 433,768 | 1,191,372 | 26.69% | 104.20% |
| Public Safety: | | | | | | | | | | |
| Police Department | 2,371,593 | 640,070 | 1,731,523 | 26.99% | 2,251,172 | 2,247,609 | 626,266 | 1,624,906 | 27.82% | 97.02% |
| Fire Department/EMS | 1,316,186 | 334,509 | 981,677 | 25.42% | 1,278,821 | 1,274,806 | 304,213 | 974,608 | 23.79% | 106.85% OT trending higher for FY23 (\$66k vs \$42k) |
| Dispatch (paid from Gen Fund) ** | 500,359 | 143,795 | 356,564 | 28.74% | 453,497 | 453,495 | 146,785 | 306,712 | 32.37% | 88.79% |
| Animal Cntrl/Dog Officer | 19,164 | 5,160 | 14,004 | 26.93% | 19,164 | 19,164 | 5,160 | 14,004 | 26.93% | 100.00% |
| Total Public Safety | 4,207,302 | 1,123,534 | 3,083,768 | 26.70% | 4,002,654 | 3,995,074 | 1,082,424 | 2,920,230 | 27.04% | 98.74% |
| Department of Public Works: | | | | | | | | | | |
| Municipal Buildings | 159,057 | 38,397 | 120,660 | 24.14% | 150,672 | 150,671 | 40,355 | 110,317 | 26.78% | 90.14% |
| Highway | 863,638 | 224,416 | 639,222 | 25.98% | 799,241 | 798,836 | 202,284 | 596,957 | 25.31% | 102.65% |
| Snow & Ice | 140,000 | 0 | 140,000 | 0.00% | 140,000 | 154,236 | 0 | 140,000 | 0.00% | #DIV/0! |
| Parks | 17,481 | 3,844 | 13,637 | 21.99% | 21,017 | 15,817 | 3,177 | 17,840 | 15.12% | 145.44% Employee eligible for bonus in FY23 |
| Solid Waste | 150,995 | 36,717 | 114,278 | 24.32% | 142,722 | 140,322 | 35,993 | 106,729 | 25.22% | 96.43% |
| Total DPW | 1,331,171 | 303,374 | 1,027,797 | 22.79% | 1,253,652 | 1,259,882 | 281,809 | 971,843 | 22.48% | 101.38% |
| Culture, Rec, & Citizen's Svcs: | | | | | | | | | | |
| COA/COA Van | 261,776 | 71,450 | 190,326 | 27.29% | 175,706 | 174,524 | 36,991 | 138,715 | 21.05% | 129.64% COA fully staffed FY23 |
| Vets Svcs/Water Safety/Graves | 10,668 | 3,445 | 7,223 | 32.29% | 10,650 | 9,369 | 3,860 | 6,790 | 36.24% | 89.10% |
| Library | 770,599 | 203,312 | 567,287 | 26.38% | 702,982 | 701,936 | 178,906 | 524,076 | 25.45% | 103.65% |
| Country Club | 363,414 | 175,534 | 187,880 | 48.30% | 338,961 | 338,869 | 127,114 | 211,847 | 37.50% | 128.80% Reclass of Aquatics Dir & Add'l Pool/Greens Staff |
| Total Culture, Rec. & Citizen's Svcs | 1,406,457 | 453,741 | 952,716 | 32.26% | 1,228,299 | 1,224,698 | 346,871 | 881,428 | 28.24% | 114.24% |
| Grand Total Salaries & Wages | 8,655,691 | 2,356,456 | 6,299,235 | 27.22% | 8,109,745 | 8,095,867 | 2,144,872 | 5,964,873 | 26.45% | 102.91% |
| Benefits: | | | | | | | | | | |
| County Retirement | 2,538,910 | 2,538,910 | 0 | 100.00% | 2,385,255 | 2,385,255 | 2,385,255 | 0 | 100.00% | 100.00% |
| Health / Life Insurance * | 1,929,396 | 465,385 | 1,464,011 | 24.12% | 1,773,437 | 1,752,862 | 450,759 | 1,322,678 | 25.42% | 94.89% |
| Other Benefits (Medicare/Unemplmnt) | 148,400 | 39,223 | 109,177 | 26.43% | 152,300 | 152,182 | 32,471 | 119,829 | 21.32% | 123.97% Medicare trending higher in FY23 |
| Total Benefits | 4,616,706 | 3,043,518 | 1,573,188 | 65.92% | 4,310,992 | 4,290,299 | 2,868,485 | 1,442,507 | 66.54% | 99.07% |
| Total Salaries/Wages/Benefits | 13,272,397 | 5,399,974 | 7,872,423 | 40.69% | 12,420,737 | 12,386,166 | 5,013,357 | 7,407,380 | 40.36% | 100.82% |

FISCAL YEAR 2023

GOALS OF THE GROTON SELECT BOARD

1. Environmental Contamination Issues

Select Board Member Assigned: Peter Cunningham

Goal:

1. Monitor/Manage efforts to mitigate contamination and protect public health. Become better informed as a Board to the emerging environmental issues that are/will confront Groton.
2. Monitor PFAS issues already identified, and work to reduce further PFAS contamination
3. Monitor and address Nod Road Landfill site to the extent necessary

Measurable Benchmark:

Develop monitoring plan by December 31, 2022 to keep Board apprised of steps taken to address said issues.

11-7-22 Update

A meeting was held with representatives from DEP, Groton, Groton Water, Dunstable, Groton Dunstable Regional School District, Pepperell DPW and Consulting Engineers to review the PFAS Issue at the High School. The Consulting Engineers will develop various plans to bring municipal water to the High School as well as surrounding homes. It is anticipated that a draft of options will be available in mid-December.

The Select Board held two meetings to review the Nod Road Landfill and decided to do no further testing and to post the property as No Trespassing. DEP was informed of the Draft Initial Site Assessment by members of the Greenway Committee and will conduct an inspection of the Former Landfill. What further action needs to be taken will be discussed at a future meeting.

2. Climate Change
Select Board Member Assigned: Alison Manugian

Goal: Explore opportunities to address climate change and reduce the use of fossil fuels in town-owned buildings. Support efforts to inform and educate Town residents about opportunities to reduce energy use and costs.

Measurable Benchmark: Schedule workshop with the Sustainability Commission by December 31, 2022 to discuss developing policies and processes to address this goal.

11-7-22 Update The Sustainability Commission is scheduled to come to either the December 5th or December 12th Select Board Meeting for this workshop.

3. Reducing Costs of Government
Select Board Member Assigned: Matt Pisani and John Reilly

Goal: Explore ways to reduce costs of Government. Continue to review and explore ways to expand PILOTS. Seek Federal and State Grants for town projects whenever possible.

1. Work with Capital Planning Advisory Committee to understand long term capital needs of all Town Buildings and Facilities
2. Meet with Town Finance Team to review and update previous attempts to understand limits of Commercial Growth.
3. Continue to work with the various Non-Profit organizations in Groton on PILOT payments
4. Monitor the use of ARPA funds to ensure they are being used for the greatest benefit to Groton residents.
5. Review progress on Green Communities energy-reduction requirements, and future Green Communities Grant Applications. Understand impact of Green Community funds toward reducing costs for taxpayers.

Measurable Benchmark: Schedule Meeting with Finance Team by December 31, 2022 to discuss Tax Policy and how new Growth is determined. Revisit PILOTs with various organizations by March 31, 2023

11-7-22 Update The Select Board met in joint session with the Finance Committee and Capital Planning Advisory Committee to review the Capital Plan and to determine how to address the long-term capital needs. The CPAC has scheduled time on their November 7th Agenda to discuss this issue.

A meeting with the Finance Team will be scheduled with the Select Board to review tax policy and new growth. Select Board Member Pisani and the Town Manager have had initial conversations on how to proceed with PILOT review.

4. Affordable Housing and Housing Diversity
Select Board Member Assigned: Peter Cunningham and Becky Pine

Goal: Support the work of the Affordable Housing Trust, the Groton Housing Authority, and the Housing Partnership to make tangible progress on increasing the number of Affordable Housing Units on the MA Subsidized Housing Inventory (SHI). Analyze current open market housing values and affordable sale prices. Consider setting up a program to purchase homes for sale in Groton and sell them as an affordable in perpetuity. Support efforts by all of Groton's Housing Committees, and any needed Zoning changes, to increase the supply of Affordable Housing. Work with Planning Board on updating the town's Master Plan. Explore potential zoning revisions to promote less-expensive housing in Groton.

Measurable Benchmark: This is the second year of a two-year goal and the benchmark will be developed as progress is made. Benchmarks may include identifying properties for affordable housing, supporting warrant articles to create more Affordable Housing and issuing RFPs for the creation of affordable housing.

11-7-22 Update Both the Town Manager and Affordable Housing Trust have had conversations with the Community Preservation Committee about providing funding to the Affordable Housing Trust to provide them with the necessary capital to pursue creating affordable housing. Initial feedback has been positive and an application will be made to the CPC for funding.

5. Diversity, Equality and Inclusion
Select Board Member Assigned: Becky Pine

Goal: Work with the Diversity, Equity, and Inclusion Committee to formulate impactful Select Board and Groton-wide interventions to recognize, denounce, and prevent incidents of prejudicial hatred and injustice, such as Anti-Semitism, Racial and Religious Bigotry, Homophobia, and White Supremacy.

Measurable Benchmark: Schedule Workshop with Diversity Task Force by February 15, 2023

11-7-22 Update **No action to report.**

**SELECT BOARD MEETING MINUTES
MONDAY, October 24, 2022
UN-APPROVED**

SB Members Present: John F. Reilly, Chair; Matthew F. Pisani, Clerk; Alison S. Manugian, Member; Peter S. Cunningham, Member; Rebecca H. Pine, Vice Chair

Also Present: Mark W. Haddad, Town Manager; Kara Cruikshank, Executive Assistant; Patricia Dufresne, Town Accountant; Melisa Doig, HR Director; Megan Foster, Principal Assessor; Dawn Dunbar, Town Clerk; Hannah Moller, Tax Collector/Treasurer; Finance Committee Members: Bud Robertson, Chair; Colby Doody, Vice Chair; Gary Green, Member; Michael Sulprizio; Mary Linskey;

John Reilly called the meeting to order at 6:00 PM and Bud Robertson, Chair of the Finance Committee called the meeting to order. Mr. Reilly reviewed the agenda.

ANNOUNCEMENTS

Ms. Pine announced that next Monday is Halloween. Trick or treating will be 6:00 to 8:00pm and the Select Board will not be meeting. She also announced early voting has started and anyone can visit the Town Hall to vote during regular business hours. Ms. Dunbar, Town Clerk, announced Saturday, October 29, 2022 the Town Hall will be open 9:00am to 3:00pm for voting.

PUBLIC COMMENTS

No Public Comments

TOWN MANAGER'S REPORT

1. 2022 Fall Town Meeting Follow-up

Mr. Haddad said now that Town Meeting has approved Electronic Voting, he spoke with the Moderator about how the Moderator will proceed. Mr. Haddad explained the Moderator sets the Rules and Regulations of Electronic Voting and will form a group to implement these. The Electronic Voting Committee supplied a list of potential Regulations and the Moderator will utilize this list and move forward. Public Meetings and Public Hearings will be scheduled by the Moderator, for an overview on his rules.

Mr. Haddad is going to compose a quote to go out to three vendors for the demolition of the former Squannacook Sportsmen's Club at 159 West Main Street. The Town Accountants will need three written quotes because it will be under \$50,000. Prior to the demolition of the building, the Select Board will need to vote to take the property.

2 Update from the Town Manager on Former Nod Road Landfill Discussion

Mr. Luke Fabbri and Mr. Haddad had a follow up discussion regarding the previous Nod Road landfill meeting. Mr. Fabbri said if we do any testing it will have to report to the DEP. Mr. Fabbri wanted Mr. Haddad to reiterate to not conduct any further testing. Whether the deed can be amended by adding the landfill was in question during the previous landfill discussion. Mr. Haddad said that to pursue amending the deed, it would take a 2/3 Majority Vote at Town Meeting. The No Trespassing Former Landfill signs have been ordered with DPW Director, Tom Delaney. If the Select Board would like to add No Motorized Vehicles signage, this can be added as well. Ms. Pine doesn't think there should be access to trails on the property. She said walking can cause erosion on the property. Mr. Pisani agreed with Ms. Pine that there should be no trespassing signage posted at the location.

3. Update on the Select Board Meeting Schedule Through the End of the Year

Mr. Haddad would like to update the meeting schedule that will take the Board through the end of the year.

| | |
|---------------------------|---|
| Monday, October 31, 2022 | No Meeting |
| Monday, November 7, 2022 | (virtual) FY 2024 Budget Update |
| Monday, November 14, 2022 | Meet in Joint Session with the Library Trustees |
| Monday, November 21, 2022 | Tax Classification Hearing |
| Monday, November 28, 2022 | No Meeting |
| Monday, December 5, 2022 | Annual License Renewal |
| Monday, December 12, 2022 | Regularly Scheduled Meeting |
| Monday, December 19, 2022 | Regularly Scheduled Meeting |
| Monday, December 26, 2022 | No Meeting (Christmas Holiday) |
| Monday, December 26, 2022 | No Meeting (New Year Holiday) |
| Monday, January 9, 2023 | FY 2024 Town Manager's Budget Presentation |

ITEMS FOR SELECT BOARD CONSIDERATION AND ACTION

1. The Sustainability Commission has requested that Charlotte Weigel be appointed as an Alternate Member of the Commission. Mr. Haddad respectfully requested that the Board make this appointment.

Ms. Pine made a motion to appoint Charlotte Weigel as an Alternate Member. Mr. Pisani seconded the motion. The motion carried unanimously.

Ms. Manugian suggested appointing a member to sign warrants for the next thirty days.

Ms. Pine made a motion to authorize the Town Manager and Chair, John Reilly, to sign Warrants for the next thirty days. Ms. Manugian seconded the motion. The motion carried unanimously.

MINUTES

Ms. Manugian made a motion to approve the minutes of the regularly scheduled meeting on October 17, 2022. Mr. Cunningham seconded the motion. The motion carried unanimously.

OTHER BUSINESS

PFAS Issue at GDSD-

There is ongoing PFAS issue at the Groton Dunstable High School, Mr. Haddad stated that a meeting was held with representatives from the Groton Dunstable School District, the Water Department, Town of Dunstable, Town of Pepperell, DEP, and our consulting engineers about the PFAS. The GDRSD cannot treat the water on site because of maintenance and cost. The consulting engineers are going to put forth a proposal and cost estimate on the following four choices:

1. Town of Groton to run water to the site. This would be about three miles.
2. Town of Pepperell could run a pipe one mile and a half but there is a PFAS problem with their well.
3. Town of Dunstable and Town of Pepperell to join in.
4. The Groton Water Department take over the well and put in an on-site treatment.

IN JOINT SESSION WITH THE FINANCE COMMITTEE- DEVELOP FISCAL YEAR 2024 BUDGET GUIDANCE FOR THE TOWN MANAGER

The purpose of the meeting was to meet in Joint Session with the Finance Committee to develop Budget Guidance for the Town Manager to develop the Fiscal year 2024 Proposed Operating Budget. To set the anticipated Levy Limit for FY 2024, Mr. Haddad said they need to figure out the final FY 2023 Levy Limit. At this time, new growth has not been certified by the Department of Revenue. Principal Assessor, Megan Foster's best estimate for new growth for FY 2023 will be certified at \$15 Million. This will add \$257,850 to the Fiscal Year 2023 levy. This will need to be updated once new growth and values are certified by the Department of Revenue. The FY 2023 subtotal will be the basis for calculation for the estimated Fiscal Year 2024 Levy Limit.

State Aid was the first item addressed and reviewed by the Town's Finance Team. Mr. Haddad said they are going to level fund State Aid (\$1,077,749) at this time. Mr. Haddad said a recent report in the Boston Globe stated Lottery Revenues are down, for the first time. Mr. Haddad and the Town's Finance Team will continue to monitor the numbers to see if that will impact State Aid. Mr. Haddad reviewed the potential new growth estimate for FY 2024. He said Shepley Hill started to pull building permits and will count towards growth. Hayes Woods was just approved by the Planning Board. Groton Farms 40B Development will be filing an application to the ZBA sometime in November. The ZBA will get 6 months to review this application, so we will probably not get any new growth from that project.

Estimated receipts was the final area of review. In FY 2023, Mr. Haddad said an estimated \$4,917,620 was estimated. Looking into next year the following were reviewed:

1. **Motor Vehicle Excise Tax-** The three and five-year average were looked at \$1.8 has been the three-year average.
2. **Meals Tax/Room Occupancy Tax-** Mr. Haddad said this has been an excellent revenue source over the last year. It has increased by \$100,000 and they are confident it will keep growing. They are estimating an additional increase of \$50,000 in FY 2024.
3. **Recreational Marijuana Revenue-** There are two licenses the Select Board granted. Mr. Haddad by July 1st the Town will have two operational marijuana businesses. They have conservatively estimated \$150,000 in revenues for FY 2024.
4. **Payments in Lieu of Taxes-** This line item was estimated to increase by \$25,000, in anticipation of the new ticket surcharge agreed to by Groton Hill Music.
5. **Other Charges for Services-** This line item has been increased by \$9,000 to \$99,000. This increase reflects the agreement we have with the Town of Dunstable to increase their reimbursement for Dispatch Services.
6. **Other Departmental Revenue-** Mr. Haddad said they have increased this estimate by \$25,000 to \$800,000 in anticipation of the reimbursement from the Enterprise Funds increasing due to an anticipated increase in Health Insurance.

Mr. Haddad said taking all of this into consideration, we are anticipating an increase in revenues in FY 2024 of \$1,392,115 or 3.46%.

The Finance Committee stated to Mr. Haddad they did not hear anything about any new positions. Mr. Haddad said the only department where we would increase in personnel would be the Fire Department. This year they have a per diem employee working extra shifts. Finance Committee Chair, Bud Robertson, said he believes the revenue will go up. He said looking at the revenue, there are four items that could go up in \$25 to \$50K each, this is based off history. Mr. Robertson said the expenses look high and wages could come down anywhere from \$50 to \$100K. Mr. Robertson said this looks like a solid budget. Finance Committee Member, Mr. Sulprizio, suggested it could help for Department Heads to present show how they could cut their budget by 1 to 2%. Mr. Sulprizio believes it to be a good practice to envision how they could reduce their budget. Mr. Haddad said they do this if need be already.

Ms. Manugian would encourage Mr. Haddad to reach out to the schools. She understands they have not formally begun their budgeting process yet. Mr. Haddad said the superintendent was copied on his memo and they do talk regularly. Mr. Cunningham said if we can provide some relief to tax payers it would be a great thing.

Mr. Haddad agreed and said he is concerned over the increased in the Florence Roche debt. If there is a way to use some Operational Revenues to offset the debt increase and can be done within the Levy, he will try to do that. Finance Committee Member Gary Green said the schools are expecting significant funding to catch kids up on education from COVID.

The Finance Committee and Select Board recommended the following items as their guidance to the Town Manager:

1. Balance the Budget work with the Finance Team.
2. Look at Revenues
3. Reach out to schools
4. Look to offset Flo Ro
5. Come in lower than the Levy

The meeting was adjourned at 7:11 PM

Approved: _____
Matthew F. Pisani, Clerk

_____ *respectfully submitted:* Kara Cruikshank,
Executive Assistant to the Town Manager

Date Approved: