

Board of Selectmen Meeting

May 26, 2020, 6:15pm

Approved: July 14, 2020

Via MS Teams

Diana Szyal, Chair

Present: Selectmen Brian Moriarty, Edmund Jaworski, Diana Szyal, Marlene Michonski, Town Administrator, Lydia Szych, Town Clerk, Finance Committee members Sean Barry, Darryl Williams, Betsy Rider, Diane Brzozowski, Kim Baker, also Collector Sharon Strzegowski, Treasurer Edwina Palmisano, John Robert, School Superintendent

Selectman Szyal called the meeting to order and read the public participation guidelines.

Announcements

Selectman Jaworski thanked everyone who participated on Memorial Day. He thanked DPW for putting up flags and the scouts who placed flags on graves in town. Selectman Szyal thanked Selectman Jaworski for his service. Selectman Moriarty thanked Selectman Jaworski and all those involved.

Selectman Szyal also thanked Hannah Zahn for taking care of the cemeteries and for a video she made. Incorporation Day is this coming Sunday, at Smith Academy Park 11:30am. Speeches will be recorded.

Public Forum-

Joe Lavalley, Town Moderator suggested that if Annual Town Meeting takes place at the pavilion it might be done widthwise and maybe people can bring lawn chairs, and use the parking lot to set them up. Selectman Szyal said it is a good plan unless there's bad weather. People can be encouraged to bring/wear bug spray, and maybe have hand sanitizer, and wipes available. John Novak needs to know the set up. Microphones can't be passed around because of COVID. The Board of Health, and emergency management planning are aware of this. Selectman Szyal asked to leave the possibility of having it at the Smith Academy gym open. She said a quorum of 75 is doable at Smith Academy.

Finance Committee Chair, Mr. Williams asked Ms. Michonski to bring everybody up to speed on submitted budgets. She reported that most departments are level funded except for union contractual obligations, retirement, Medicare and general liability, and property insurance. Debt exclusions are accounted for.

Finance Committee and Board of Selectmen went over the budget recap sheet. Ms. Michonski said total receipts from all sources is: 10,947,031.44

Selectman Szyal called for Finance Committee, and Board of Selectmen questions on the recap sheet.

Ms. Michonski reported the school budget figure as 4,678,092. Mr. Robert said that is \$148,207.00 above level funded. There is an increase in the vocational school line item. Contractual increases and \$28,500.00 increase for all non-union employees brings the levy limit to \$38,000.00.

Town Clerk said her budget can't be level funded because elections have to be paid for. It is understood this is not an every year problem and will be taken care of.

There was discussion about support for the debt exclusion for the route 5 sewer extension. Ms. Rider asked if there was a way to educate voters, to help them understand it might be to their advantage to make it a debt exclusion. It was assumed that Mr. Genovese would talk about it. The engineer will be there and there will be a handout and diagram.

Mr. Williams expressed an interest in meeting again next week. Putting funds in finance reserve in order to be able to use them this year was discussed. The limit will be for finance reserve budget cannot exceed 5% of the preceding year property tax levy. The prior year, FY20 was \$7,317,963.87 so \$365,898.00 would be allowed. The other \$200,000.00 will have to be allocated by the end of June or wait until fall, or put in the rainy day fund or stabilization; but will need a town meeting, and 2/3 vote to get it out.

Estimated overages on the Memorial Town Hall renovation project were discussed. Ms. Michonski estimates \$300,000.00 for this with architect costs for administration, change orders, and items that surfaced during construction including a sewer pipe in the kitchen, electrical wiring, and plumbing code issues. This will be discussed with the accountant tomorrow.

Ms. Michonski noted that projects closed out with balances, or \$51,517.00, could be used toward the overage costs. She will be able to give an exact number for this deficit this week, provided there are no more issues. FY19 was closed 3 weeks ago and free cash certified at \$589,841.00. Auditors have everything they needed as of Friday according to Ms. Strzegowski. The Accountant, and Treasurer/Collector's Office are reconciling FY20 and plan to close out FY20 in the fall.

The warrant was taken up. Selectman Szynal read the articles. The first 3 are standard and article 4 is the Chapter 90 funding.

Article 5 was described as special fund deficits of \$33,000.00. Selectman Jaworski asked what the rural education achievement program was. John Robert answered you cannot be in deficit for a received grant and something must have been miscoded. Ms. Michonski commented that many revenues did not get posted to the correct accounts. Ms. Michonski recommends funding this from free cash.

Regarding article 6, Ms. Michonski noted \$1867.48 in invoices as prior year expenses. These could be delayed until the fall. Article 7 is Town Hall projects completed with balances left to be repurposed for use to offset construction deficits.

Article 8 concerns money for the Council on Aging kitchen renovation and second ramp. Ms. Michonski recommends the balance be used to fund other improvements in the Council on Aging area. Selectman Jaworski said they can't move back in until it's done. This money has already been borrowed. Ms. Michonski is to review this article with town counsel.

The school special education deficit is article 9 to be funded from free cash. Article 10 transfers available funds from other budgets to cover deficits.

Article 11 is the Luminarium article. There is no money connected with this article. It was submitted by the town clerk. Discussion followed about whether this should be included on the warrant as it is not a bylaw, nor carried out by a town board. Selectman Szynal noted it was a proclamation. Ms. Szych said It was voted at town meeting to hold it on a Sunday. Mr. Barry said there was no need to vote it at Annual Town Meeting. Selectman Szynal said this can be discussed next Tuesday. Ms. Szych will get additional information on this to the Board next Tuesday.

Ms. Michonski said the Cemetery Commission may have reservations about having article 12, the cemetery on Billings Way, on the warrant. A decision on this will be made Tuesday.

Article 13 concerns easements related to the water/sewer project on route 5. Selectman Szynal said we should move forward with this. There was agreement with the other Board of Selectmen members.

Article 14 is changing the term Board of Selectmen to Selectboard.

Selectman Moriarty asked to have articles put in order. Mr. Barry commented that the 2/3's vote articles would require a count if someone objects.

Selectman Szynal said Articles 15 & 16 would be better off discussed at a meeting indoors, and so can be tabled.

Article 17- 19 are boilerplate. Article 21 is unforeseen costs, FY20 expense. Ms. Michonski will get number's next week for this.

Article 22 – Selectman Szynal asked how this article was different than the renovation of the Council on Aging as number 8 repurposes Council on Aging money. This article is to be put together with article 8.

Articles 23 revolving funds, and 25 are standard. Article 24 is the budget.

Ms. Michonski will talk with the accountant tomorrow regarding the unemployment funds. There have been claims this year. Ms. Strzegowski informed that the town laid off several employees from the school. Ms. Michonski will ask Ms. Dell'Olio if this should be funded through the operating budget or an article.

Selectman Szynal thanked everyone after asking for final questions.

Ms. Michonski, responding to question from Selectman Szynal reported she has no Cont old business or unanticipated new bus at this time. There was nothing to report under the Town Administrator report. Also, there was no DPW Director report. Selectman Moriarty said he talked with Kerry and Mr. Genovese, regarding cleanliness at Memorial Town Hall. Selectman Szynal said some residents have concerns about the condition of Chestnut Street. She has left voicemail with Mr. Genovese. Ms. Michonski will send email to Mr. Genovese.

Selectman Moriarty moved to adjourn. Selectman Jaworski seconded. The motion was approved, and the meeting ended at 8:05pm. Selectman Szynal thanked everyone.

Respectfully submitted,

Ki J. Eno
Executive Assistant