

*FINANCE COMMITTEE'S  
Meeting Minutes  
Monday, September 19, 2016*

Attendance: *Chairman, Marzie Galazka , Members, Cinder McNerney, William Jones, MaryEllen Fletcher, Mary Titcomb, Gail Rosenberg , and Joan Hilario, Dave Castellarin, Town Accountant, Thomas G. Younger, Town Administrator, Selectman Peter Spellios.*

*New Member Gail Rosenberg was introduced to Thomas G. Younger, Town Administrator.*

Mr., Thomas G. Younger and Dave Castellarin, Town Accountant spoke on the following Budget and Town Meeting Discussion:

- *Aggressive Budget Guidelines.*
- *Budget working group put together by Selectman Spellios.*
- *Two months for the Capital Improvement Committee to get there recommendations/ gives them more time for discussion on request.*
- *Department Request are due December 1, 2016.*
- *Budget should be to the Board of Selectman and the Finance Committee by February.*
- *Member William Jones inquired about deadline for Department Heads and what if they do not reply. Mr. Castellarin reminds all Department Heads of their obligation.*
- *Member MaryEllen Fletcher asked how the Capital Improvements Committee receives their request.*
- *Member MaryEllen Fletcher asked who decides on whether the budget goes up or down-Mr. Castellarin stated it is up to the Town Administrator after it's recommended by Mr. Castellarin.*
- *Member Cinder McNerney and Member Marzie Galazka requested to see the entire Department Heads request.*
- *Member Cinder McNerney asked what is the time frame for the Re-cap-Mr. Castellarin replied the State would like it by December 1, 2016.*
- *Per Mr. Castellarin stated the Crystal Report as of September 16, 2016 will be customized for the Finance Committee.*
- *Member Cinder McNerney requested an update on Stacy Brook.*
- *Selectman Spellios suggested Gino Cresta, DPW Director should come and update on the Stacy Brook project.*
- *Member Cinder McNerney asked if Stacy Brook has any direct impact on the smell at King's Beach.*
- *Member MaryEllen Fletcher asked if the City of Lynn should be contributing towards the Stacy Brook Project.*
- *Warrant tentatively almost complete per Mr. Castellarin.*
- *Multi Year forecast was spoken of-Mr. Castellarin will be doing this and that the deadline for completing this is the second Thursday of November.*

Committee update:

*Member Mary Titcomb spoke on the School Contract with Nahant- contract not under way at this point.*

Questions that were asked:

- *Who is negotiating the contract*
  - *Contract will be worked on in the fall –communication with Superintendent Pam Angelakis will be discussed on the policy.*
  - *Question was asked if a lawyer is present during negotiations –Yes a lawyer is present.*
  - *Not clear on the involvement of the Finance Committee on contract negotiations.*
  - *What if the Town of Nahant paid their own way was asked.*
  - *Has anyone done a breakdown per student was asked.*
- Concern mentioned about what the real cost to the Town regarding the Nahant contract.*

*Member Cinder McNerney spoke on the Capital Improvement Committee and had no updates but will be in touch with the Committee and report back to the Finance.*

*Member MaryEllen Fletcher gave an update on the Harbor Advisory Committee and spoke on the following:*

- *Seaport Advisory / Dredging Project –funds not authorized were spent*
- *2011 Dredging funding was requested from former Town Administrator, Mr. Maylor.*
- *Eeele Grass study was explained by Glenn Kessler.*
- *Glenn Kessler stated he has an e-mail trail from Mr. Younger speaking with Bond Council.*
- *Grant Proposals were written wrong with the amounts of boats that the Town has-grant was represented wrong.*
- *Grant matches never went to the Board of Selectman or Town Meeting –local match grants-this is an issue.*
- *New Contract / New Grant /*
- *Study done for dredging / Dredging is a non-issue /*
- *Journal entry can be made regarding the spending per Dave Castellarin, Town Accountant.*
- *Only one person was looking at the invoices*
- *Member MaryEllen Fletcher wants the Town to tighten on where money is being spent.*
- *Town Audits never mentioned this spending.*
- *Member MaryEllen Fletcher was asked to write a report on her findings and submit to the Finance Committee.*
- *Member MaryEllen Fletcher asked if she could go before the Board of Selectman with this information –Member Tim Dorsey suggested all the information is incomplete and not jump to any conclusion and suggest taking a step back.*
- *Member Marzie Galazka questioned Member MaryEllen Fletcher going in front of the Board of Selectman as a member of the Finance Committee and the Harbor Advisory Committee-Ms. Galazka will reach out to Mr. Younger for clarification.*

#### *Committee Updates.*

*Finance Committee to appoint a designee for the Town Administrators Search Committee.*

*Selectman Spelliios stated he would like all designee's to be appointed by next week.*

*Member Jill Sullivan is interested per Member Marzie Galazka*

*Member MaryEllen Fletcher suggested Member Tim Dorsey or Member Marzie Galazka*

*Member Cinder McNerney interested but cannot make the time commitment.*

*Member Mary Titcomb and Member William Jones recommended Member Marzie Galazka to fill this position.*

*The Board voted 5 to 1 in favor on a motion by Member Mary Titcomb to appoint Member Marzie Galazka to the Town Administrator's Search Committee, seconded by Member MaryEllen Fletcher.*

*Member Gail Rosenberg abstained from vote she feels that Member Jill Sullivan being not present should have her say on the appointment.*

#### *Votes of the Board:*

*The Board voted on a motion by Member MaryEllen Fletcher to not approve meeting minutes from August 22, 2016 on the request from Member MaryEllen Fletcher to amend items. Member MaryEllen Fletcher suggested that she would follow up with Member Jill Sullivan regarding missing information on the meeting minutes, seconded by Member Mary Titcomb.*

Closing Comments:

*Member Marzie Galazka would like Gino Cresta, DPW Director to attend the next Finance meeting.*

*Member Tim Dorsey will check with Selectman Spellios on executive session schedule.*

Adjournment:

*The Board voted unanimously on a motion by Member Mary Titcomb to adjourn meeting at 9:00PM seconded by Member Cinder McNerney*

*Attest:*

*Maureen Shultz  
Administrative Assistant*