



**Town of Swampscott**  
**Finance Committee Meeting Minutes**  
Tuesday, February 15<sup>th</sup>, 2022 - 7:00 PM  
Virtual Meeting

**FINANCE COMMITTEE MEMBERS PRESENT**

Tim Dorsey (Chair), Mary Ellen Fletcher (Vice-chair), Joan Hilario, Matthew Kirschner, Cinder McNerney, Gail Rosenberg, Suraj Krishnamurthi.

**FINANCE COMMITTEE MEMBERS ABSENT**

Eric Hartmann

**SELECTBOARD MEMBERS PRESENT**

Polly Titcomb

**OTHER TOWN OFFICIALS PRESENT**

Amy Sarro, Director of Admin. & Finance, Patrick Luddy, Treasurer/Collector, Trang Vu, Asst. Town Accountant, Max Kasper, Director of Facilities.

The meeting was called to order at 7:07 pm.

**Public Comments**

None.

**Discuss/Approve Minutes**

Chairman Tim Dorsey commented that there were some changes need to be made for Minutes December 18<sup>th</sup>, 2021. Therefore, the Minutes were deferred to vote on next meeting.

MaryEllen Fletcher asked the Minutes to be sent to all Finance Committee members to make comments.

**Status updates on MS roof project**

Director of Facilities Max Kasper gave some updates about MS roof project. He mentioned that there was pressure relating to materials, costs, and timeline. The project was delayed in because of major issues in the supply chain, specifically the roof insulation. Max Kasper reported that there was new roof on a significant section of the building, and they are working on phase two right now. He also confirmed the estimated time to finish the project was by the end of this summer.

**Reserve Funds – Facilities Department request for funds from FinCom Reserve**

Tim Dorsey commented that the Reserve fund requests are only for extraordinary or unforeseen events or occurrences.

Mas Kasper pointed out the timeline and areas of damages. The roof over this section of the gym has recently been replaced, but this was an area that experienced frequent damage and leaks over the last few years. A small section of this floor had been patched a few years ago with a temporary oak patch. Prior to the replacement of the roof above, severe leaking and water infiltration increased the damaged area of the floor to an approximately 1000 sf section. While planning for this repair, a roof drain above an adjacent section of the floor began to leak and exposed an additional section of the floor that had been damaged previously and was now also beyond repair. Max Kasper indicated that they were forced to rip up this section of flooring leaving a total of 2000 sf of subfloor in good condition. He mentioned that it would cost nearly \$30,000 to patch this floor for what would only be a temporary solution and would need to be ripped up in near future as part of a more long-term repair. As a result, they explored a larger scope project that could provide a longer-term repair and would be a more prudent investment, which would be to demo the additional 1000sf adjacent to what had already been ripped up to square off the work area and avoid any “weaving” of old and new flooring. This would allow for a repair that could be properly blended into the existing flooring and provide an appropriate surface that would not be temporary.

Tim Dorsey asked if the amount Max Kasper requested now will be a reduction next year when he requests money from CIC to fix the rest of the gym floor.

MaryEllen Fletcher asked if this was a construction zone.

Max Kasper confirmed that the project had been done because of the unsafe situation.

MaryEllen Fletcher expressed her concerns about the MS roof which took a long time to fix. She also commented about the late request to use Finance Committee Reserve from school after the project was completed.

Martha Sybert confirmed that the project had not been paid yet. She mentioned that the gym is a heavily used space in the middle school, so it was essential and urgent to have it fixed during the winter break.

Max Kasper indicated that he submitted the project to the Town in early December, but it was too late for discussion at Special Town meeting. The intention was not to do the project without bringing it up to Finance Committee, but the time conflict led to this late meeting while the gym floor needs to be fixed urgently.

Tim Dorsey commented that this was extraordinary or unforeseen situation that he agreed to use the Finance Committee Reserve. He also mentioned that the Reserved was increased by about \$50,000 that had been proposed for the school during Town meeting.

Cinder McNerney indicated that the project needs to be done but it should have been reported earlier to Finance Committee. She recommended that we need to have a better communication in the future regarding of Town’s financial usage.

Martha Sybert confirmed that their intention was to discuss the project with Town Administrator, Finance Committee before getting it done. She responded that School's budget cannot cover the expense of \$32,000 for the gym floor fix.

MaryEllen asked if this project was considered as a Capital or Maintenance project.

On **MOTION** (Cinder McNerney) and **SECONDED** (Gail Rosenberg), it was **VOTED** to use \$32,475 from Finance Committee Reserve for emergency request to fix the Middle School gym floor.

**ROLL CALL:** Matthew Kirschner (YES), Joan Hilario (YES), MaryEllen Fletcher (YES), Suraj Krishnamurthi (YES), Tim Dorsey (YES).

### **Land Use Summit**

Polly Titcomb, Selectboard Chairperson, gave her perspectives about Land Use Summit, overdevelopment in the Town. She recommended to have all Stakeholders, Zoning Board of Appeal, and other relating Committees to gather and discuss about their limitations, goals, roles, and protections they need from the plan. She also mentioned that it would take a lot of coordination given the size and density of the community.

MaryEllen Fletcher commented that the Finance Committee would like to know the financial impacts of on the community with excessive development. She recommended to have an analysis of how much impacts to community (infrastructure, water & sewer, Police, Fire, etc....) when adding certain numbers of people in the Town.

Polly Titcomb agreed with MaryEllen Fletcher and commented that it should be done before the Land Use Summit.

Cinder McNerney indicated that it is important for all related Committee and the whole Town to be a part of the process and to get their perspectives on the Town's development trajectory for next 10-20 years. She recommended that we could divide up the different topics, present the facts to all committees so that they could establish foundations about the associating options, financial costs, and lead to next steps.

MaryEllen Fletcher mentioned to the need to identify the spaces overdeveloped in Town as well as find solutions for affordable housing issues. She stressed that those need to be done before annual Town meeting.

Polly Titcomb agreed with the recommendation and mentioned that she hoped to bring all relating Committee to have better understanding of their priorities, the options they can do to work more cohesively to reach the goals.

### **New school financing**

Patrick Luddy reported that we are going to accept bids on the bonds to finance the new school on February 23<sup>rd</sup>, closing on March 9<sup>th</sup>. He believed we would get an acceptable rate.

### **Old and new business**

MaryEllen Fletcher had a question relating to School Committee budget.

Amy Sarro clarified that the different number is a reduction in state aid for education specific purposes.

Tim Dorsey and MaryEllen Fletcher suggested Finance Committee should join Select Board meeting on March 2<sup>nd</sup> as citizens. Tim Dorsey mentioned to have at least two meetings a week from March 7<sup>th</sup> to April 25<sup>th</sup> to prepare for annual Town meeting.

Patrick Luddy asked if the Committee would like to make time to join a meeting with CIC for proposed capital projects.

On **MOTION** (MaryEllen Fletcher) and **SECONDED** (Cinder McNerney), it was **VOTED** to adjourn the meeting at 8:57pm.

**ROLL CALL:** Joan Hilario (YES), Gail Rosenberg (YES), Suraj Krishnamurthi (YES), Matthew Kirschner (YES), Tim Dorsey (YES).

True Attest,

*Trang Vu*

Trang Vu, Assistant Town Accountant

*Minutes APPROVED by vote of the Finance Committee 03/07/2022*