



Town of Swampscott
Finance Committee Meeting Minutes
Wednesday, March 9, 2022 – 7 PM
Virtual Meeting

FINANCE COMMITTEE MEMBERS PRESENT

Tim Dorsey (Chair), Mary Ellen Fletcher (Vice-chair), Joan Hilario, Cinder McNerney, Erik Schneider, Naomi Dreeben, Matthew Kirschner, Suraj Krishnamurthi, Eric Hartmann.

OTHER TOWN OFFICIALS PRESENT

Amy Sarro. Director of Admin. & Finance, Trang Vu, Asst. Town Accountant.

The meeting was called to order at 7:05 pm.

Public Comment

None.

Approvals of Meeting Minutes

None.

Discussion on FY 23 proposed budget and, as applicable, meeting with department heads and/or Town or School leadership

Chairman Tim Dorsey summarized the purpose of tonight's meeting as to eliminate some sessions that have sufficient information or don't need attention at this time. Chairman Dorsey encouraged the Committee to review the Select Board meetings where the FY 2023 recommended budget had been presented to the Select Board to gain insight into the discussions that had already taken place between Town Staff and the Select Board on various budget items. Furthermore, Mr. Dorsey directed the Committee to review the footnoted version of the recommended budget that town staff compiled at the request of the Select Board and subsequently shared with the Committee which supplements the information provided in the budget book.

Mr. Dorsey then went through the proposed FY 2023 budget by department with the committee to identify items that were unlikely to require additional review. They were as follows:

Town Moderator
Treasury/Customer Service
Technology
Town Clerk
Conservation Commission
Board of Appeals

Historical Commission
Constable
Emergency Management
Parking Clerk
Harbormaster
Cemetery
Snow & Ice
Animal Control
Veterans' Services
Public Library
Recreation
State Assessments

Discussions brought up:

Amy Sarro confirmed about Naomi Dreeben's question under Town Clerk's budget that poll workers pay is expected to stay the same.

Under DPW's budget, Amy Sarro noted that because the CBA is not settled yet, there is no increases for personnel to reflect what it could be. However, we have contingency amounts in Salary Reserve.

Tim Dorsey and Amy Sarro reiterated Salary Reserve include the money for non-union employees, contingency for CBA, and contingency for some of the vacancies if we have to have variability in those hiring salaries

MaryEllen Fletcher asked if there is an expected ETA on settling the CBA since it has been past due for a year and nine months.

Amy Sarro commented that Snow & Ice is the only line item that we are allowed to overextend into a deficit only if we have funded it at the same amount or higher than the prior fiscal year. She also stated that Snow & Ice overtime is regular Town staff, but it is double time when they reach a certain number of continuous hours. The expense line is the mix of the sand, salt and payments to outside contractors.

Amy Sarro responded to MaryEllen Fletcher and Naomi Dreeben's questions that the funding for the nurse is a reduction of the temporary nurse that was put on to help with COVID and other pandemic needs. The overtime line is for administrative confessionals union to do the Board of Health meeting minutes.

Erik Schneider had questions about the increased costs of beach stickers processing regarding Recreation Department budget.

Matthew Kirschner asked if we should create a line item under Recreation Revolving fund just for Town's special events this year.

Amy Sarro commented that we can use three different lines for community events: Select board Community programs, Town Administrator Town Hall events and recreation Community events.

MaryEllen Fletcher recommend taking a second look and report on Revolving funds.

There was a discussion surrounding Employee Benefit budget. Tim Dorsey brought up a potential meeting with the Board of Retirement to address how the discount rate affects the increased cost of Retiree's insurance, and what we can do to minimize that increase.

Erik Hartmann asked how we split the budget to pay for Town and School employee Insurance. Amy Sarro responded that historically all of these expenses come from Town General fund. However, the Town is considering having the school share 20% of the increase this year.

After brief discussion, the Committee decided to leave the following Departments' budget open for further discussion:

Finance Committee
Town Administrator
Assessing
Legal/Insurance
Human resources
Community Development
Police
Fire
Building Department
DPW
Board of Health
Solid Waste
Senior Center
Debt Service
Employee Benefits
Regional Vocational School Assessment
Public Schools
Sewer/Water Enterprise Fund
PEG Enterprise Fund

Amy Sarro mentioned to the creation of developing a new budget framework for FY2024.

Committee and Working Group Updates.

CIC – Reported by MaryEllen Fletcher

- Meeting on March 8th was with Fire, Police and Community Development Department.
- There was a discussion whether we should move up the request for the Engine Truck for Fire Department.
- There was total of 4.9M worth of requests.

Old and New business

MaryEllen Fletcher brought up the Citizen petition article for the Windows that Finance Committee needs to address.

On **MOTION** (MaryEllen Fletcher) and **SECONDED** (Eric Hartmann), it was VOTED by **ROLL CALL** to adjourn the meeting at 8:20pm. **ROLL CALL:** Erik Schneider (YES), Naomi

Dreeben (YES), Joan Hilario (YES), Matthew Kirschner (YES), Suraj Krishnamurthi (YES), Cinder McNerney (YES), Tim Dorsey (YES).

True Attest,

Trang Vu

Trang Vu, Assistant Town Accountant

Minutes APPROVED by vote of the Finance Committee 03/28/2022.