



**Town of Swampscott**  
**Finance Committee Meeting Minutes**  
Wednesday April 14<sup>th</sup>, 2021 7:00 PM  
Virtual Meeting

**FINANCE COMMITTEE MEMBERS PRESENT**

Tim Dorsey (Chair), Mary Ellen Fletcher (Vice-chair), Eric Hartmann, Joan Hilario, Matthew Kirschner, Cinder McNerney, Gail Rosenberg, Jill Sullivan

**RETIREMENT BOARD MEMBERS PRESENT**

Thomas Driscoll Jr., John Behen Jr., Robert Powell, Kevin Breen, Amy Sarro

**OTHER TOWN OFFICIALS PRESENT**

Michael McClung, Town Moderator; Sean Fitzgerald, Town Administrator; Amy Sarro, Town Accountant; Ron Mendes, Asst. Town Administrator Admin & Finance; Gino Cresta, Asst. Town Administrator Operations/DPW Director; Max Kasper, Facilities Director; Gina Bush, Acting Senior Center Director; Marilyn Cassidy, COA Chair, Heidi Whear, COA, Patrick Luddy, Asst. Town Accountant

Meeting called to order 7:02 PM

Approval of Minutes

On **MOTION** (MaryEllen Fletcher) and **SECONDED** (Jill Sullivan) it was **VOTED** to **APPROVE** minutes from 3/8 and 3/22, as amended by the Finance Committee.

**ROLL CALL:** Eric Hartmann (YES), Cinder McNerney (YES), Joan Hilario (YES), Tim Dorsey (YES), MaryEllen Fletcher (YES), Jill Sullivan (YES), Matthew Kirschner (YES)

Public Comments

None.

Review of FY2022 Senior Center Proposed Budget

Marilyn Cassidy, the chair of the Council on Aging, discussed the needs that have been identified for the Senior Center. There is currently 1.6FTE supporting the senior center – She is asking that the acting director be moved to the director position permanently at a salary of \$80,000; range is \$70,000-\$100,000 in neighboring communities according to her research.

Ms. Cassidy added that the Full-Time Activity/Volunteer Coordinator position needs to be filled as well as the position was recently vacated. The position is advertised at \$25/hr; appx. \$39K annually.

Town Administrator Sean Fitzgerald spoke briefly about the incremental investments that have been made in the Senior Center programs and initiatives, highlighting the increase in the Senior Center budget from FY2020 to FY2021. The Swampscott for All Ages committee has shed light on programs and outreach efforts that can be prioritized through investments in the senior center, including personnel.

Marilyn Cassidy reiterated her staffing requests relative to the Fiscal 2022 budget:

- Promote Acting Director to Executive Director vacancy
- FT Activity/Volunteer Coordinator
- FT Outreach coordinator
- FT Administrative Assistant

Ms. Cassidy stated that the Senior Center intends to have a soft-opening on 6/1/21, but without sufficient staffing it will not be possible. Ms. Cassidy further stated that Swampscott's Senior Center staffing is funded appx. \$100K less than Lynnfield's senior center staffing.

Mr. Fitzgerald responded that he wants to build staffing capacity similar to what Lynnfield has achieved in the senior center over time, and that he has strived to make investments in that area over the last few years and will continue to do so.

Jill Sullivan asked for clarification surrounding the difference between the assistant director and executive director positions. Town Administrator Fitzgerald clarified that the executive director is responsible for oversight of town-wide initiatives relative to aging, including the senior center and the assistant director will be primarily overseeing the senior center's day-to-day operations specifically.

Cinder McNerney asked for clarification of what the executive director will be responsible for and what the assistant director will be responsible for relative to senior-center and non senior-center functions.

Cinder McNerney requested documentation of the revised budget request with changes as it will differ from the original request presented to the committee.

Jill Sullivan suggested Sean meet with Gina Bush and Marilyn Cassidy and then return to the finance committee with a revised budget proposal to consider.

### Retirement Board

Tom Driscoll provided background on the COLA base that exists, the funding ratios and schedules that the retirement system uses, and the inter-municipal agreement that exists between the board and the town.

The pension liability funding ratio has increased from 44% funded to 64% funded since the last COLA base increase and is projected to be at 68% funded after the next actuarial calculation of the liability.

Bob Powell spoke about the discount rate that is used in the actuarial valuation. The actuary is currently working on an adjustment to the discount rate. Currently 67/103 Massachusetts retirement systems are projecting full funding beyond 2032; we are targeted for funding by 2031.

Bob Powell stated there are 72 retirees at \$13K and 78 retirees at \$14K; these individuals benefit the most from the COLA increase - this is approximately 2/3 retirees.

### Report Out on Committees

#### SBC

- Delivery model was voted on (general contractor vs. contract manager at risk); committee voted for a general contractor, provides more control.
- There was debate surrounding heating and cooling systems/grant funding
- Option 1 slightly cheaper for maintenance, \$600,000 delta for system 1 (geothermal strategy)
- SBC will do informal review with open space committee tomorrow
- Est. August/September town meeting vote to determine how the new school project is to be funded.
- Est. October town referendum vote

On **MOTION** (Jill Sullivan) and **SECONDED** (Cinder McNerney) it was **VOTED** by **ROLL CALL** to adjourn the meeting at 9:07 PM. **ROLL CALL:** Eric Hartmann (YES), Joan Hilario (YES), Matthew Kirschner (YES), Cinder McNerney (YES), Jill Sullivan (YES), Mary Ellen Fletcher (YES) Tim Dorsey (YES).

True Attest,

*Patrick Luddy*

Patrick Luddy, Assistant Town Accountant

*Minutes APPROVED by vote of the Finance Committee 8/2/2021*