



Town of Swampscott
Finance Committee Meeting Minutes
Thursday, October 22, 2020 – 7:00 PM
Virtual Meeting

FINANCE COMMITTEE MEMBERS PRESENT

Tim Dorsey (Chair), Matt Kirschner, Jill Sullivan, Joan Hilario, Eric Hartmann, Gail Rosenberg, Cinder McNerney, Mary Ellen Fletcher, James Goldman,

OTHER TOWN OFFICIALS PRESENT

Sean Fitzgerald, Town Administrator; Allie Fiske, Assistant to the Town Administrator; Ron Mendes, Assistant Town Administrator – Administration and Finance; Michael McClung, Town Moderator; Amy Sarro, Town Accountant; Peter Spellios, Select Board Chair

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

Town Administrator Sean Fitzgerald provided some context to the budget approved in June 2020. The state revenue was underestimated due to COVID-19. Town Administrator Fitzgerald spoke briefly about Town employee raises and recommended that these raises be honored, both those under union and personnel contract as well as those not under contract. Mr. Fitzgerald briefly stepped through several line items that he recommends be increased including Legal Counsel, Technology, and mental health services in the Health Dept. budget.

He provided some background about the INTERFACE program, which is a mental health referral program that will be free to residents and cost the Town \$16,000 a year.

Chair of the Finance Committee Tim Dorsey expressed concern that using stabilization funds to balance the budget could set a structural issue for future years. Town Administrator Fitzgerald mentioned that there is new growth coming in which will contribute to future budgets. He spoke briefly about an end-of-employment agreement with the Human Resource Director at the request of a Committee members which is reflected in the budget recommendations.

Town Accountant Amy Sarro provided an overview on CARES Act funding and reviewed several of the primary expenses covered by COVID-19 and the mechanisms for the funding. Vice Chair of the Committee Mary Ellen Fletcher reviewed some of the cost savings from open positions and asked if there are savings in the budget that can be identified before the next meeting. Town Administrator Fitzgerald emphasized that when the CARES Act funding is gone there needs to be some flexibility in the budget to address unexpected costs.

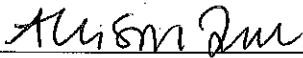
There was extensive conversation regarding whether or not money should be returned to the stabilization fund. Many Committee members stated that a symbolic return of some money to the fund should be considered. Town Administrator Fitzgerald stated that he will revisit the budget and come back with a recommendation to make a significant allocation to the stabilization fund.

There was a conversation regarding scheduling and expressed concern about the timing and that the Finance Committee will not be able to review the budget after the Select Board has.

On **MOTION** (Matt) and **SECONDED** (Joan) it was **VOTED** by roll call to adjourn the meeting. Roll call: Tim Dorsey (YES), Matt Kirschner (YES) Jill Sullivan (YES) Joan Hilario (YES) Eric Hartmann (YES) Gail Rosenberg (YES) Cinder McNerney (YES) Mary Ellen Fletcher (YES)

Meeting adjourned at 8:44 PM

True Attest,



Allie Fiske, Assistant to the Town Administrator

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