



The TOWN OF NORWOOD

Commonwealth of Massachusetts

FINANCE COMMISSION

ANNE MARIE HALEY
CHAIR

ROBERT G. DONNELLY
VICE-CHAIR

JUDITH A. LANGONE

KELLIE NOUMI

ALAN D. SLATER

FINANCE COMMISSION MEETING

Monday, June 22, 2020 at 12:00 pm

This meeting will be conducted digitally using GoToMeeting. Directions explaining how to join the meeting can be found on page two of this agenda.

A G E N D A

- Acceptance of minutes from June 15, 2020
- Any and all Special or Annual Town Meeting matters
- Other business

FISCAL 2020 RESERVE FUND ACTIVITY

Reserve Fund ATM Appropriation:	\$125,000
Norfolk Aggie Tuition	(7,575)
Police Radio Upgrade	(10,656)
Fire Engine Repair	(26,344)
Fire Department HVAC Repair	<u>(11,739)</u>
Remaining Balance	<u>\$68,686</u>

The Commission reserves the right to consider items on the agenda out of order. This listing of matters contains those items reasonably anticipated by the Chairman which may be discussed at the meeting at least 48 hours prior to the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

1 JUN 22 2020 P 12:00

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Finance Commission Meeting (Will Be Recorded)

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FINANCE COMMISSION MEETING
Monday, June 15, 2020
MINUTES OF MEETING- DRAFT

A meeting of the Finance Commission was held at 5:30 pm digitally using GoToMeeting.

Attending the meeting were Anne Haley, Chair, Robert Donnelly, Vice Chair, members Judy Langone, Kellie Noumi and Alan Slater, supported by Tom McQuaid, Clerk to the Finance Commission, Molly Ahearn, Assistant Town Accountant, and Emily Chambers, Budget Management Analyst.

On a motion from Mr. Slater, seconded by Vice Chair Donnelly, the minutes from May 26, 2020 were ***approved unanimously*** through a roll-call vote.

Chief George Morrice presented the Fire Department's reserve fund transfer request. The Fire Department requested \$11,739 to repair two malfunctioning compressors in Unit 3 of the building's HVAC system. Mr. Slater inquired as to the condition of the other units. Chief Morrice explained that all units are beyond their lifespan and in poor condition. Obtaining parts for repairs has become difficult, as the models are outdated. Repair costs will continue to get more expensive until all units are replaced. Tony Mazzucco, General Manager confirmed that an OPM has been hired to design a new HVAC system in the Public Safety Building, and the process will happen as quickly as possible. Ms. Noumi asked for a projection of the cost of the project, which will be approximately \$2 million. On a motion from Mr. Slater, seconded by Vice Chair Donnelly, the reserve fund transfer request of \$11,739 to the Fire Department was ***approved unanimously*** through a roll-call vote.

Mr. Mazzucco presented the DPW's municipal relief request of \$12,450 to purchase additional burial liners for the cemetery to meet the recent increase in demand. Mrs. Langone confirmed that this money is already in the budget, and is being moved from the Snow & Ice line item. On a motion from Ms. Noumi, seconded by Mrs. Langone, the municipal relief request of \$12,450 for burial liners was ***approved unanimously*** through a roll-call vote.

Chair Haley requested the Clerk of the Finance Commission to sign the reserve fund and municipal relief transfer requests due to the fact that Commissioners were meeting virtually.

Mr. Mazzucco reported that the Town will receive \$868,000 in CARES Act Funding on June 16, 2020.

The Commission addressed the upcoming Special Town Meeting. On a motion by Mrs. Langone, seconded by Mr. Donnelly, the Commission **voted unanimously 5-0** through a roll-call vote to support Article 1, Extended Day Cost of \$175,000 by transferring funds from Snow and Ice.

On a motion by Mr. Donnelly, seconded by Mr. Slater, the Commission **voted unanimously 5-0** through a roll-call vote to support Article 1, School Food Service Account by transferring funds from Snow and Ice.

On a motion by Mrs. Langone, seconded by Mr. Slater, the Commission **voted unanimously 5-0** through a roll-call vote to support Article 2, Capital – School Audio Visual cost of \$164,000 by transferring funds from Free Cash.

On a motion by Mrs. Langone, seconded by Mr. Donnelly, the Commission **voted unanimously 5-0** through a roll-call vote to support Article 2, Capital – School, 4 Special Needs Vans with a cost of \$140,000 by transferring funds from Free Cash.

On a motion from Mrs. Langone, seconded by Mr. Slater, Article 3: MWRA loan of \$629,600 was **approved 4 to 0** through a roll-call vote. Mr. Donnelly abstained from this vote as he is an employee of the MWRA.

Mr. Slater provided an update on the Coakley Middle School project. The Subcommittee reviewed proposals, conducted interviews, and selected Compass Management as the OPM. The Subcommittee submitted a package to Massachusetts School Building Authority (MSBA), which will vote on July 13, 2020. Next steps are to start the selection process for an architecture and a feasibility study, which will likely last for at least one year. Chair Haley asked when the project will require funding. Mr. Slater responded that money has already been appropriated for the OPM and architect, and that financing the design phase is one to two years out.

Mrs. Langone commended all who worked to assemble the FY2021 Budget Book.

Chair Haley proposed the next meeting of the Finance Commission for Monday, June 22, 2020 prior to the Special Town Meeting.

On a motion from Mr. Slater, seconded by Mr. Donnelly, the Commission **voted unanimously** through a roll-call vote to adjourn the meeting at 6:05 pm.

A True Copy

Attest: _____
Thomas J. McQuaid, Clerk