

Town of Bedford Finance Committee

Remote Meeting - Zoom

May 19, 2022

Minutes

Finance Committee Members in attendance: Stephen Carluccio (Chair), Elizabeth McClung, Paul Mortenson, Stephen Steele, Karen Dunn, Ben Thomas, Erica Liu

Others in attendance: David Castellarin, (Finance Director); Emily Mitchell (Select Board)

Chair Carluccio called the meeting to order at 7:02 pm.

Reads Remote Meeting Guidelines.

Calls the Roll of Committee Members in attendance.

Noted for the record that the meeting is being recorded by Bedford TV

I. REGULAR BUSINESS

1. Public Comment

None

2. Review/Approve Minutes

Minutes for January 27, 2022 Finance Committee Meeting

Motion to approve the Minutes of the January 27, 2022 Finance Committee meeting by Member McClung.

Second by Member Mortenson

Roll call of Members in attendance

Vote: 6-0-0

Motion carries

3. Continuation-Review/Discussion/Reflection Annual Town Meeting

No comments.

4. Update on Possible FY 2022 Reserve Fund Transfer Requests

Mr. Castellarin notes that we are going to have significant retirements that will be draining into the salary line of the departments because the Sick Leave Fund ran out of money. That is the biggest transfer we will need, about \$227,000. A lot of this was the Police Department with significant retirements in significant amounts.

The other thing we are looking at is Minuteman Tech. For this year that is one student and looking at a \$25,000 transfer.

The Assessors consultant line was dropped this year for some reason. They have a contract out there that needs to be funded for about \$32,000.

Snow and Ice right now is currently running about \$182,000 short. The transfer request will be a not to exceed \$200,000 when it comes in.

Water purchase looks OK for now. We have a placeholder for \$100,000

Also looking at Town Counsel that will need approximately \$100,000.

Total for the Town will be approximately \$660,000.

Chair Carluccio opens this for Member questions/comments.

Member Thomas asks for the current Reserve Fund Balance.

Mr. Castellarin states that it is approximately \$2.2 - \$2.3 million.

Member Liu asks about the Snow and Ice number, the Town Counsel number. And the Police Department retirements.

Member McClung asks about the results of the Audit.

Mr. Castellarin states that the Audit is on line now. The Select Board will review the audit on Monday.

Chair Carluccio states that he and Mr. Castellarin spoke with the Schools on Monday. States that we are currently in about the \$500,000 range which is lower than what some previous estimates had been. It is pretty much entirely related to the out-of – district SPED matters that we have been dealing with them on for the last number of years.

They also noted that most of their extra/one time COVID expenses are expected to be covered by the ARPA funds.

Mr. Castellarin states that currently looking at possibly \$450,000 related to ARPA and about \$200,000 on the tuition. The Schools will thus be looking at a \$500,000 transfer.

Chair Carluccio notes that the Schools would prefer a later date for their meeting. Now looking at possibly our June 23 meeting with a back-up time frame of until July 14 to approve what is needed.

Member McClung notes she will not be available that week since she will be travelling for business.

**5. Discussion of Return to In-Person – Hybrid Meetings – Select Board 4/19/22
E-Mail Update**

Chair Carluccio notes that we are one of the Committees that would be able to use a hybrid meeting technology. We also would still have call-in available for a Member or participant. Opens the issue for comments about this.

Member Steele asks if we are to vote on this.

Chair Carluccio states that is how he read the Select Board's memo. As of now, the temporary law that allows these types of meetings expires on July 15, 2022. Unless that changes, we would be in person after that.

Mr. Castellarin states that the Select Board is still remote. The Planning Board is still remote. The Board of Health has voted to do the hybrid-in person.

Mr. Castellarin explains what the hybrid system is.

Member Steele prefers in person.

Chair Carluccio prefers to go back to in person.

Member Thomas does not believe that hybrid is even close to being as good as remote.

Member McClung feels that in person is more efficient.

Motion by Member Steele for Finance Committee to go to in person/hybrid meetings

Second by Member McClung

Roll call of Members in attendance

Vote: 4 yes.

Motion fails.

Chair Carluccio states that we will stay remote for now.

II. RECURRING BUSINESS

1. Meetings attended

Member Thomas discusses a number of Select Board meetings he has attended. Discusses Board of Assessors member resignation followed by new member appointment, new MBTA housing law, Minuteman Bikeway and notes there have been multiple executive sessions.

2. Open Discussion re Future Agenda Items/New Business/Old Business

Chair Carluccio notes that on June 27, the Select Board will be setting the water rates. We should either attend that meeting or review the recording of it so that we can circle back as to how that works for the Finance Committee.

Motion to adjourn by Member McClung.

Second by Member Steele

Roll call of Members in attendance

Vote: 7-0-0

Motion carries

Time: 7:40 PM

John B. Connarton
Recording Secretary

DOCUMENT LIST

Agenda for May 19, 2022 Meeting

E-mail from Sarah Stanton dated April 19, 2022 concerning Update – Board and Committee Meetings – In Person – Virtual

Minutes for Finance Committee Meeting on January 27, 2022