

MINUTES
Warrant Committee Meeting
March 9, 2020

Warrant Committee Members	Present: Michael Pastore (chair), Sharon Tatro, Robert Sliney, Jeremy Marsette, Joanna Hilvert, Ed Vozzella, Amanda Hall and Newton Thompson Absent: Kristine Barton
Guests	Kristine Trierweiler, Town Administrator Nicholas Milano, Asst Town Accountant Andrew Foster, Assistant Town Accountant Maurice Goulet, Public Works Director Georgia Colivas, Town Treasurer Joy Ricciuto, Town Accountant Yvonne Remillard, Town Assessor
Meeting Location	2nd Floor Conference Room, Public Safety Building
Meeting Times	Meeting convened: 7:00pm Meeting adjourned: 9:00pm
Approval of Previous Meeting Minutes	<ul style="list-style-type: none"> ● Minutes of the March 2, 2020 meeting approved unanimously.
Operational Budgets (including votes taken)	None taken
Warrant Articles (including votes taken)	<ul style="list-style-type: none"> ● Article 15 (Transfer of Uber/Lyft Funds) - Unanimously approved by Warrant Committee members in attendance. ● Article 17 (Sewer Betterments Paid in Advance) - Unanimously approved by Warrant Committee members in attendance. <p>Article 19 (Ice House Road Lot 3 Disposition) - Unanimously approved by Warrant Committee members in attendance.</p> <ul style="list-style-type: none"> ● Article 20 (Ice House Road Lot 1 Disposition) - Not yet drafted. ● Article 21 (Former Landfill Authorization to Lease) -To be reviewed at a future meeting; landfill has not been officially closed by the DEP and two small parcels may be added to this article. ● Article 33 (Food Trucks) - Unanimously approved by Warrant Committee members in attendance. ● Two new articles were added to the Warrant and assigned as follows: <ol style="list-style-type: none"> 1. Article 40 (Hinkley South Authorization) assigned to NThompson; 2. Article 41 (Conservation Commission request for Open Space Property Maintenance) assigned to Ed Vozzella.
List of all documents and exhibits used	Budget analyses prepared for: <ol style="list-style-type: none"> 1. Department of Public Works by JHilvert

	<p>2. Town Administration by MPastore 3. Town Finance departments prepared by JMarsette</p> <p>STatro presented updated budget scenarios.</p>
Other Business	
Follow-ups	<ul style="list-style-type: none"> ● Next week’s Warrant Committee agenda consists of: <ul style="list-style-type: none"> ● 1-hour set aside for the School Budget review and discussion; ● Review and consideration of as many articles as practicable.
Dates for Meetings including WC	<ul style="list-style-type: none"> ● 3/23 Warrant Committee review of warrant articles ● 3/24 reading of Warrant at BOS meeting ● 4/6 Warrant Committee vote on alternative budget scenarios ● 4/9 Target date for submitting warrant to the printer
Names of people participating remotely and why	<ul style="list-style-type: none"> ● N/A
Other	<p>Departmental operating budget review:</p> <ul style="list-style-type: none"> ● Department of Public Works <ul style="list-style-type: none"> ○ JHilvert shared her analysis and introduced the DPW budget request by noting that the consolidation of budgets across the Town, while appropriate, makes year-over-year comparison of particular line items challenging. ○ MGoulet, DPW Director discussed aspects of his FY21 budget request. <ul style="list-style-type: none"> ■ MGoulet noted one headwind facing the department is that the street paving management program is difficult to maintain given lower Chapter 90 funds. <ul style="list-style-type: none"> ● Town Roadway Surface Rating of 77.5 is above average; JMarsette noted that roadways deteriorate quickly. ● MGoulet tries to have project work address sidewalk needs, as appropriate. ■ Regarding the road management program, BSliney asked if grant funding is available? <ul style="list-style-type: none"> ● MGoulet is trying to get more grant funding, but the application process takes time.

	<ul style="list-style-type: none"> ● Filling the DPW Project Manager position in the future would help here. ● Town Administration and Town Finance departments. <ul style="list-style-type: none"> ○ MPastore - The reorganization noted above impacts the Town Administrator budgets significantly. ○ KTrierweiler, Town Administrator referred to her written analysis and budget items, including: <ul style="list-style-type: none"> ■ Health Insurance - Flu/virus will increase rates in next year, after this ATM. ■ OPEB - This is a separate line item this year, whereas in past it has been a separate Warrant Article; all agreed that it needs to be a separately stated budget item. ■ Human Resources - For merit awards, KTrierweiler stated that we now have measurable goals and evaluations against goals. ■ Street lights - The Town expects to realize energy savings, but we are also responsible for maintenance. ■ Energy committee recommended; need to keep level funded ○ MPastore asked for a review of the Town Clerk budget; KTrierweiler will provide that at next Warrant Committee meeting.

Respectfully Submitted: Newton H Thompson

Approved minutes to be sent to: ktrierweiler@medfield.net