

**MINUTES**  
**Warrant Committee Meeting**  
**February 8, 2021**

<b>Warrant Committee Members</b>	Participating remotely: Sharon Tatro (Chair), Ed Vozzella, Robert Sliney, Jeremy Marsette, Kristine Barton, Amanda Hall and Newton Thompson Absent:	
<b>Guests</b>	Kristine Trierweiler, Town Administrator Nicholas Milano, Assistant Town Administrator Roberta Lynch, Council on Aging Director Kevin Ryder, Park & Recreation Director Dr. Jeffrey Marsden, Medfield Public School Superintendent Michael LaFrancesca, Director of Finance and Operations, Schools Meghan Glenn, School Committee Financial Secretary	
<b>Meeting Location</b>	By remote participation via Zoom	
<b>Meeting Times</b>	Meeting convened: 7:00 pm	Meeting adjourned: 8:52 pm
<b>Approval of Previous Meeting Minutes</b>	<ul style="list-style-type: none"> <li>● Minutes for February 1, 2021 were unanimously approved by those Warrant Committee Members in attendance.</li> </ul>	
<b>Operational Budgets (including votes taken)</b>	<ul style="list-style-type: none"> <li>● Council On Aging (COA)</li> <li>● Park &amp; Recreation (P&amp;R)</li> <li>● Medfield Public Schools (Schools)</li> </ul>	
<b>Warrant Articles (including votes taken)</b>	<ul style="list-style-type: none"> <li>● None</li> </ul>	
<b>List of all documents and exhibits used</b>	<ul style="list-style-type: none"> <li>● Liaison analyses of the following departmental budgets: <ul style="list-style-type: none"> <li>○ COA</li> <li>○ P&amp;R</li> <li>○ Schools</li> </ul> </li> </ul>	
<b>Other Business</b>	<ul style="list-style-type: none"> <li>● None</li> </ul>	
<b>Follow-ups</b>	<ul style="list-style-type: none"> <li>● None</li> </ul>	
<b>Dates for Meetings including WC</b>	<ul style="list-style-type: none"> <li>● Warrant Committee Meetings: <ul style="list-style-type: none"> <li>○ February 16</li> <li>○ March 1, 8, 16 (Warrant Hearing)</li> </ul> </li> </ul>	
<b>Names of people participating remotely and why</b>	All Warrant Committee members and invited guests participated remotely; see above for names of attendees.	
<b>Other</b>	<ul style="list-style-type: none"> <li>● Sharon Tatro opened the meeting at 7:00pm and requested that the Warrant Committee budget liaisons present their departments' FY22 budget requests.</li> <li>● COUNCIL ON AGING:</li> </ul>	

	<ul style="list-style-type: none"> <li>a. Amanda Hall opened with a review of the COA FY22 Budget request. (See attachment) <ul style="list-style-type: none"> <li>i. Roberta Lynch, COA Director, noted that the COA budget has been consistently level funded, except for 2018 when the ATM approved Saturday opening.</li> <li>ii. COVID-19 has impacted service and attendance at the Senior Center, but COA staff is working hard to stay connected to seniors.</li> <li>iii. Respite care has not been entirely suspended with COA staff reaching out to caregivers. <ul style="list-style-type: none"> <li>● The Respite Care revolving account pays for respite staff and also for extra programs such as music and art therapy.</li> </ul> </li> </ul> </li> <li>● PARK &amp; RECREATION <ul style="list-style-type: none"> <li>a. Amanda Hall opened with a review of the Park &amp; Rec FY22 Budget request. (See attachment)</li> <li>b. Kevin Ryder, Park &amp; Rec Director noted that COVID-19 has had major impact on the department; <ul style="list-style-type: none"> <li>i. Prior to the shutdown, Park &amp; Rec was on pace to have a strong, if not record, year but revenue generating activities are down substantially due to COVID.</li> <li>ii. That said, Kevin is proud that the department was able to run a summer program while observing stringent COVID protocols using small groups and remote programs that were very successful.</li> <li>iii. Also during COVID, Park &amp; Rec has collaborated with Schools to coordinate services and with MAP to ensure that MAP had space for their programs.</li> </ul> </li> <li>c. Kevin commented on the utilization of Park &amp; Rec revolving accounts, noting that those fund pay for capital needs, field maintenance, summer program staff and program instructors during the school year. <ul style="list-style-type: none"> <li>● Bob Sliney requested more information on the Park &amp; Rec revolving account including a reconciliation of beginning and ending balances showing receipts and usage.</li> </ul> </li> </ul> </li> <li>● MEDFIELD PUBLIC SCHOOLS: <ul style="list-style-type: none"> <li>a. Meghan Glenn opened the review by introducing her role as School Committee Financial Secretary, supporting the Superintendent and advocating for the needs of Medfield students while at the same time needing to be cognizant of the tax burden on taxpayers. <ul style="list-style-type: none"> <li>i. She opined that in light of FY21 reductions in staff and programs, level-funding the FY22 budget is tantamount to a budget reduction.</li> </ul> </li> </ul> </li> </ul>
--	---

	<p>b. Dr. Marsden gave an abbreviated version of his public budget presentation citing the budget process, timetable and the major components of the year-over year budget increase of \$1,470,939 or 3.99%.</p> <ul style="list-style-type: none"> <li>i. The increase is predominantly attributable to contractual salary increases, although there is also one (1) add to staff - a Middle School Adjustment Counselor to provide 1:1 support to students.</li> <li>ii. Ed Vozzella, School budget liaison, noted that COVID-19 has decimated the School revolving accounts leaving balances depleted and needing to be re-established. <ul style="list-style-type: none"> <li>● Ed will review the School Department revolving Accounts at the February 16 Warrant Committee meeting.</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>● Nick Millano noted the Water &amp; Sewerage Board will be discussing the Water Treatment Plant proposal at the March 2nd meeting of the Board of Selectmen.</li> <li>● There being no other business, a motion to adjourn was made, seconded and voted unanimously by a roll call of all Warrant Committee members present.</li> <li>● The meeting adjourned at 8:52 pm.</li> </ul>

Respectfully Submitted: Newton H Thompson

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