

Present: Daniel Lewenberg, Patricia-Lee Achorn, Anja Bernier, Brian Collins, Gordon Gladstone, Charles Goodman, Lajos Kamocsay, Ann Keitner, Ira Miller, Olga Volfson (non-voting tonight), Jada Wang.

Also Present: Krishan Gupta - Finance Director, Fred Turkington – Town Administrator.

1. Dan Lewenberg, Chair, gave opening remarks:

This meeting is being held via remote means through the Zoom online platform pursuant to Chapter 20 of the Acts of 2021.

2. Anticipated Reserve Fund transfer requests:

- a. Total FY22 Reserve Fund budget \$800,000, approved 7/12/21:
 - i. Lake Massapoag – Transfer amount: \$17,700. Reserve Fund balance: \$782,300
 - ii. Schools – Transfer amount: \$41,750. Reserve Fund balance: \$740,550
- b. Expect a transfer request of approximately \$50,000 for snow and ice
- c. Fire Department request is \$100,000 to close out FY22
- d. \$50,000 required for closing out the Zoning Board of Appeals. Mr. Turkington is looking into whether this can be absorbed elsewhere in the budget, but should expect \$40,000 - \$50,000 due to the legal issues around the new library
- e. Coronavirus program for municipalities is reimbursing the Town of Sharon approximately \$1.7 million. Sharon has approximately \$2 million in expenses from the pandemic and are therefore short about \$200,000 - \$250,000. May still get FEMA reimbursement but are not sure of this. Mr. Gupta's recommendation was to put \$800,000 into the fund in anticipation of this, and recommended closing out at least \$200,000 for Covid expenses
- f. Reserve Fund transfers will be wrapped up at the June 27 Finance Committee meeting
- g. School Committee Chair Avi Shemtov discussed that the School Committee voted unanimously to direct Superintendent Dr. Botelho to come to the Finance Committee with a Reserve Fund transfer request related to the Heights project. When this project was put out to bid it came in higher than anticipated because of fuel cost increases, etc. Put out to bid a second time, and estimates came in even higher. Kevin Nigro discussed the project:
 - i. Intention of this project is to redirect traffic on South Main Street for students, staff and visitors to the Heights Elementary School
 - ii. When Town Meeting granted funds to complete this project there was a requirement to secure an OPM to run it. Eventually were able to hire someone in October. Documents were prepared in January and March, which came back \$125,000 over the project's construction budget. Decided at that time to revise the scope of the project by cutting back \$150,000 by eliminating 22 planned parking spaces and miscellaneous sidewalk repairs, etc. New bid process in April came in \$267,000 over the budget. Met to decide next steps and chose not to do a third bid. Wanted to discuss with the Finance Committee if this was still a feasible project
 - iii. \$205,994 was based on a contingency of 5.42%. Town's engineer stated he would ask for a %10 contingency. This would be more in the range of \$261,135
 - iv. The contractor is holding the price for a few days. Expect that prices will increase within a few days due to the costs of equipment and fuel. This project would need to start immediately once school is out for the summer and finish before the next school year starts, if possible. Site work is always unknown. This project requires

a lot of heavy-duty equipment that runs on diesel, which is very expensive right now

- v. The Committee discussed that it is their responsibility to ensure that although there are escalating costs for this project the Town will be able to cover all costs so that this project is able to be completed
- vi. Had asked for an OPM specifically for dealing with such issues. Now paving of courts, miscellaneous walkways and additional parking spaces have been deleted from the project because of price increases. Would have preferred that project coordinators had come to the Finance Committee, Capital Outlay and the Schools earlier. This project is in need of more oversight
- vii. Project costs discussed:
 - 1. \$122,051 fees paid to date
 - 2. \$487,902.60 – Brian Associates
 - 3. Approximately \$110,000 – PMA, for design services
 - 4. \$169,050 of CPC funds were approved in 2021 for the playground
 - 5. \$116,000 left for contingency. Discussed this contingency amount is not adequate
- viii. Total project cost is \$2,565,220 with this construction bid good through Friday, for a total project capital allocation of \$2,190,176 which includes FY19, FY20 and FY22:
 - 1. \$2,139,260 includes playground, of which \$120,251 has been spent
 - 2. \$305,709 itemized, including \$116,000 of contingency
 - 3. \$169,050 will be paid by CPC for the playground, not from capital funds
 - 4. Project funds shortfall of \$205,994
 - 5. The Committee has discretion to give up to \$261,000 which could include an increased contingency. Any leftover monies would go back to free cash
- ix. Committee members asked to see the bid documents
- x. Substantial completion is September 19, 2022 with a penalty for missing this date. Teachers return to the building August 25
- xi. Mr. Gupta anticipated a total of \$400,000 so far of Reserve Fund use. This ask of \$261,000 would reduce that total. No other anticipated Fund requests that he is aware of from the Town, although there may be a litigation settlement in this fiscal year or next, as discussed in Executive Session. Snow and ice could be deferred or raised in the next recap
- xii. The Committee requested to see the reserve fund request form.

Motioned: by Gordon Gladstone, **Seconded:** Patricia-Lee Achorn to approve a transfer amount of \$261,135 for the Heights Elementary School capital project for the parking lot, roads and cuing lane. Voted: 9-1-0. Jada Wang abstained.

3. Welcome and Introduce New Members: Lajos Kamocsay & Olga Volfson:

Mr. Lewenberg welcomed the new members, Lajos Kamocsay and Olga Volfson, to the Finance Committee. Mr. Gupta stated that he has reached out to the DOR regarding training for the new members and is waiting to hear back. He sent a YouTube link and the MMA website, which he recommends the new members view.

4. Vote Committee Reorganization: Vote to elect Chair, Vice Chairs, and Clerk for new cycle

- a. Representatives and alternates to Priorities and Capital Outlay to be considered at next meeting
- b. Liaisons to be considered at next meeting.

Motioned: by Patricia-Lee Achorn, **Seconded:** Gordon Gladstone to approve the slate for next year with Ann Keitner as Chair, Daniel Lewenberg and Ira Miller as Vice Chairs, and Anya Bernier as Clerk. Voted: 10-0-0.

5. Financial Update: Review Q3, Year-to-Date Financials – Krishan Gupta, Finance Director:

- a. Total General Fund budget and transfers:
 - i. Total funding – Budgeted: \$94,092,289, with \$74,230,779, or 78.9%, realized
- b. Excess / (shortfall) of receipts – Excess of \$8,311,811
- c. Expect to close the year on a balanced basis
- d. Total assets, including motor vehicle excise, property taxes, allowance (overlay), deferred taxes, tax titles, tax foreclosures, etc.: \$36,845,252
- e. Total liabilities / deferred revenues, including accounts payable, payroll related, deferred revenues (taxes), etc.: \$22,050,842
- f. Total fund balances, restricted and unassigned: \$14,794,410.

6. Liaison updates:

- a. Schools - Ann Keitner:
 - i. No additional update
- b. Standing Building Committee - Gordon Gladstone:
 - i. Working hard to finish the construction on the high school
- c. Library - Charles Goodman:
 - i. No updates
- d. Planning Board – Brian Collins:
 - i. Recodification approved at Town Meeting
- e. Community Preservation - Patricia-Lee Achorn:
 - i. No updates.

7. Minutes to be voted:

Motioned: by Ann Keitner, **Seconded:** Patricia-Lee Achorn to approve the April 11, 2022 meeting minutes as written. Voted: 9-0-1. Lajos Kamocsay abstained.

Motioned: by Patricia-Lee Achorn, **Seconded:** Ann Keitner to approve the April 25, 2022 meeting minutes as written. Voted: 6-0-4. Anja Bernier, Charles Goodman, Lajos Kamocsay and Ira Miller abstained.

8. Topics not reasonably anticipated by the Chair in 48 hours:

None.

9. Adjournment:

Motioned: by Patricia-Lee Achorn, **Seconded:** Ann Keitner to adjourn. Voted: 10-0-0.

Adjourned at 10:04 pm.