

Finance Committee Meeting Minutes

February 10, 2021

7:00pm -Teleconference -

FinCom Attendee:

James Catacchio

Jim Darr

Melissa McMorrow (attended 8:20)

Victor Liang (attended 8:00)

Lynne Lipinsky

Scott Triola

Aaron D'Elia (attended 7:50pm)

Other:

Kimberly Kane- Finance Director

Alan Lewis - Select Board

Jeannie Geneczko

Jim O'Shea Superintendent CPS

1. Meeting Roll Call

Meeting was conducted via Teleconference starting at 7:06pm and attendance individually was taken.

2. Review and Approve Minutes

James Catacchio moved to approve the February 1, 2021 meeting minutes. Lynne Lipinsky Seconded. FinCom unanimously approved via roll call.

3. Mr. Darr summarized the Select Board meeting on February 9, 2021. The Select Board agreed to June 5, 2021 for the annual town meeting, to be conducted outside. It was recommended to the select board to defer any controversial topics to a special meeting. The select board will take it under consideration.

4. Mr. Triola updated FinCom regarding the EDCO Collaborative. This is an educational collaborative which Carlisle is a member including several surrounding towns. EDCO provides support services and develop programs outside of existing programs available through the school systems. Mr. O'Shea picked up the discussion and further explained that it was recently brought to the EDCO members, that EDCO is experiencing financial difficulties which have put them into jeopardy as a going concern and proposed dissolving the collaborative. This will have a material financial impact to all members including Carlisle. Mr. O'Shea further explained, that due to financial gaps and discrepancies currently under review, EDCO would look to the participating towns to fill the financial gaps/shortfalls. Carlisle portion would be approximately 3% of the shortfall/ debt . All member school committees will need to vote to agree to the dissolution of the collaborative. The EDCO Board formally voted to dissolve. Currently the estimated financial liability would be upwards of \$300,000 due to real estate obligations, if the real estate costs were excluded the liability

would step down to \$140,000. The total liability is in process and under reviewed. FinCom posed questions to Mr. O'Shea on process and next steps. The state would need to agree to the dissolution once all school committees have voted. The tentative schedule to wind down the Collaborative would be by June 30, 2021, and complete dissolution by June 30, 2022.

5. Mr. Darr asked FinCom for any departmental budget updates, specifically the schools. Mr. Triola provided a high-level status of the CPS budget. Mr. Triola also discussed long term capital requests they had proposed. The long-term capital requests included a water system, well & sewer pumps as well as a tractor. Mr. Darr posed the question of which items should fall into facilities category, or a true capital request. The distinctions will be taken under review by FinCom. Mr. Triola recommended that FinCom send out a formal letter to the School to reenforce the understanding and position of FinCom and the expectation of working toward a level set budget for 2021-2022.
6. FinCom, reviewed the draft fiscal budget and discussed providing the next draft holding out any new hires to understand the impact of the budgets provided by departments, to do a side-by-side review of prior year budget.
7. Mr. Liang reviewed the capital budget including facilities requirements with FinCom. The projected amount totaling \$2.5MM. FinCom discussed budget options of department needs and will continue to refine.
8. Mr. Darr reviewed the current OPEB numbers and recommended FinCom consider increasing . FinCom discussed a higher amount but still reduced from pre covid level, in the amount of \$250,000. FinCom will look at a long-term plan for funding within the next month. Kim Kane, Finance Director will provide confirmation of the total funded amount to date, the projected amount required , to give FinCom guidance to recommend an OPEB long term Budget Plan.
9. FinCom reviewed county retirement and debt trajectory. Ms. Kane did confirm the debt will increase as other items are coming onto the debt schedule. Mr. Darr inquired on cost estimates from Minuteman Technical High School , Ms. Kane confirm the numbers are still pending. Ms. Kane confirmed per the town assessor's estimates, there is no material revenue growth anticipated in the near future.
10. Ms. McMorrow reviewed the most recent update on the CCHS budget meeting. The assumption was Covid cost will be offset by the Federal government allowances. Operating costs would increase by 2.5% . Debt would be fixed at \$950,726,000 slightly lower from previous year. Carlisle portion of the projected budget is estimated to be \$ 3.6MM. There is a possibility the school budget may turn back approximately \$100K in aggregate, to the towns. Ms. McMorrow confirmed a more formal presentation will be presented to the superintendent on February 23, 2021. Ms. McMorrow outlined new items added to the budget, including a Special Education coordinator, due to the programs being brought in house, an additional nurse which would bring the total to 3 nurses on staff. There is 2 new business and

technology lease costs to be included. This preliminary budget includes approximately \$300,000 in Excess and Deficiency Account ("E&D").

11. Mr. Darr recapped items from FinCom to review with the Select Board for the next coordination meeting.
12. Lynne Lipinsky, motion to adjourn the meeting , Aaron D'Elia 2nd the motion . Roll call Jim Darr, James Catacchio, Melissa McMorrow Victor Liang , Lynne Lipinsky, Scott Triola, Aaron D'Elia.
13. Meeting adjourned 8:47pm.