



Town of Uxbridge, Massachusetts Finance Committee Meeting Minutes

Meeting Date: June 9, 2020

Place: Remote/Zoom

Attendance: Present or Absent

Peter DeMers - Chair	P	Russ Tahmoush	P*	Lance Anderson	P
Derek Affonce - Vice Chair	P	Bill Kessler	A	Pat Hannon - Clerk	P
Evelyn Marchand	P				

*Russ Tahmoush left the meeting at 7:16 pm and returned at 7:50 pm

Call to Order: 6:30 pm

Agenda items for tonight: Main item for tonight's agenda is to continue making recommendations for the spring annual town meeting which takes place on June 17, 2020. It was confirmed that the meeting will start at 7 PM.

Revenue Versus Expense: Chairman DeMers presented a summary screen through Microsoft Excel of the Town of Uxbridge projection of revenues vs. expenses for the fiscal year of 2020 and 2021. Town Accountant Michelle Laramée changed the cannabis revenue from \$200,000 back to \$100,000.

On the spreadsheet that the Chairman was sharing, Town Accountant noted that the items which are highlighted in yellow are the only things that have changed. The snow and ice expense account were put back up to \$460,000. Town Accountant also included in the spreadsheet that it is categorized by departments for an easy way to find the department and the expense/revenue in relation to that department.

The "Other Available Funds" section of the revenue budget has decreased by about \$1,300,000 from 2020 to 2021 and that was due to the enterprise funds. The debt section of enterprise funds also got reduced so now the only listed amount is the money for indirect costs.

In terms of tax revenue, the Town Accountant noted that she entered the spreadsheet numbers in a conservative way noting that there could be more money that the town receives in the future.

There are 3 cannabis locations open that are contributing to the town's revenues. In addition, there were recently 3 more cannabis businesses that applied for permits to open.

The limitations to getting more revenue through businesses is going to be infrastructure. The town continues trying to push more businesses to open in order to reduce the burden on taxpayers due to the business's tax revenue.

Board of Health Department:

The next budget discussed was the Board of Health. The Board of Health agent was once a part time job and is now changing into a full-time job and the salary associated with the position is \$75,000. The information regarding the Board of Health agent is very hard to get after numerous attempts at learning more about the position.

Member Hannon made some suggestions to lower the costs of paying these departments to keep the committee equitable. Some of the ideas were to put the Board of Health agent back to a part time position with 19 hours a week as well as the removal of a full-time building inspector.

Town Manager Steven Sette felt as though the other inspectors were being underpaid for the work that they have been doing especially in relation to the increases in town construction.

A recommendation was made to the Town Manager explaining how a procedure should be put into place regarding evaluating raises for town employees.

The Town Manager communicated that the town should keep trying to get more grants so that taxpayer money will go towards projects that the town proposes. There was a discussion amongst the committee about who should be filing these grants.

Motion	To amend Department 510-line 5110 Professional Salaries from \$75,000 to \$42,539.67				
1st	Pat Hannon	2 nd	No 2 nd to motion	Vote	0-0-0

Revolving Funds from the Selectman Meeting on June 8th, 2020:

School Committee Chair Matt Keane discussed the funding for the preschool program and clarified that some students pay tuition while other student tuitions are funded from the general budget. The preschool program has a mix of traditional students and those with special needs.

Chairman DeMers addressed the preschool revenue and expenses such as payroll and benefits. The large fund balance is supposed to be managed back to a more reasonable level. For FY21, \$100,000 from the revolving account is used to offset the costs for expenses such as electricity, heat, building maintenance and the cleaning crew. Over time the goal would be to taper off the expense transfers, so the account does not get burned off too quickly.

There was a discussion amongst the committee regarding the daycare teachers and the health care expenses in relation to their salaries. The two full time employees are the ones who have the health care. This will be treated as an enterprise account.

Athletics:

Matt Keane explained the athletic revolving account has a balance of \$350,000 but there is a \$25,000 of expenses coming out of that account. There is an amount of \$130,000 which is being allocated for FY21 expenses along with about \$19,000 of expenses coming out for maintenance of fields and uniform purchases. We expect revenue of \$44,000 next year which is a reduction of what it would normally be due to Covid-19. That will leave a balance at end of year fiscal 2021 with a balance of \$221,000 and \$130,000 of that will be budgeted into the fiscal year of 2022 budget. The school also voted to cut athletic fees in half.

School Transportation:

Matt Keane said that the transportation revolving account is solely for fees to be collected and money to be spent on transportation. There is \$147,000 in the account and the town has allocated \$70,000 for FY21 and there will not be any fees collected for FY21. Any remaining funds in FY22 will be used to offset the transportation line. The fee structure of this account will be reevaluated in the upcoming years.

School Choice Account:

There is about \$1.7 million in this account. In the current year there has been \$207,000 of expenses. There is \$500,000 allocated for FY21; \$200,000 for out of district tuitions and \$300,000 for teacher's salaries. Of the \$500,000 of revenue that is collected, \$200,000 will be taken out as tuition for the gateway program. There is an anticipation to take in \$553,000 with a balance at end of FY21 of \$1,316,000.

The committee discussed revolving accounts and transferring funds in the future in relation to Covid-19. The committee will revisit this topic in future meetings.

Article 5:

Motion	Favorable action on fiscal year 2021 as presented				
1st	DA	2nd	LA	Vote	5-1-0
Roll Call Vote: Yea: PD, LA, RT, DA, EM Nay: PH					

Article 13 Revolving Accounts:

The Town Accountant communicated that she has talked to town council and the funds must be authorized to be spent every year specifically for what they are meant for in that department.

Town council is suggesting putting the information in an excel table which shows what the funds are and the spending limits. The committee stressed that the community garden does not come from the taxpayers. A chart will be made with dollar amounts as well as an explanation which says where the funds are coming from for others to help follow along.

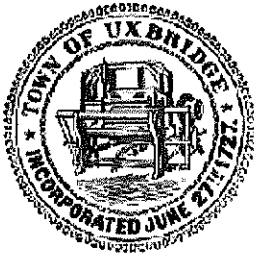
Motion	Favorable action on Article 13				
1 st	DA	2nd	PH	Vote	6-0-0
Roll Call Vote: Yea: PD, LA, RT, DA, EM, PH					

Article 24 Drug Education and Awareness:

Trying to change the cost of drug awareness programs from \$5,000 to \$10,000 to increase awareness. There is also a grant that can match the money which would ask for a \$1 per resident in town which the Town Accountant will look further into. This change would have to happen on the town meeting floor.

Motion	Adjourn at 8:30pm				
1st	DA	2 nd	PH	Vote	6-0-0
Roll Call Vote: Yea: PD, LA, RT, DA, EM, PH					

Video replay can be viewed at Uxbridgetv.org: <http://archive.uxbridgetv.org/Video/5823>



Finance Committee Approval Sheet

Meeting Date: June 9, 2020

Place: Remote/Zoom

Name	Signature	Date
Peter DeMers	<i>P. DeMers</i>	24 FEB 2021
Jennifer Kurzon	ABSTAIN	24 FEB 2021
Bill Kessler	ABSTAIN	24 FEB 2021
Lance Anderson	_____	_____
Patrick Hannon	APPROVE	24 FEB 2021
Russ Tahmoush	APPROVE	24 FEB 2021
Patrick Tuer	ABSTAIN	24 FEB 2021

Vote to approve meeting minutes of June 9, 2020 was taken by roll call vote on February 24, 2021.

Motion	Approve Meeting Minutes of June 9, 2020				
1st	PH	2nd	RT	Vote	3-0-3
Roll Call Vote: Yea: PD, RT, PH Abstain: PT, BK, JK					