

### **Call to Order**

Chair Barry called the meeting to order at 7:00pm and initiated roll call. Through video conferencing mode, present were Chairperson John Barry-Y, Yican-Cao-Y, Paula Colby-Clements-Y, Mary Ellen Logee-Y, Paul MacKay-Y, Paul Monticciolo-Y, Kevin O'Handley-Y, Ken Russo-Y and Paul Russo-Y. Also present were Patrick Lawlor, Assistant Town Manager, Donna Walsh, Finance Director, Faith Mangiafico, Management Analyst, Paul Puzzanghera, Chief Information Officer and Joel Blumstein, West Elementary/Shawsheen Preschool Building Committee Chair. The meeting was recorded by Andover TV.

### **West Elementary/Shawsheen Preschool Update**

Joel Blumstein, West Elementary/Shawsheen Preschool Building Committee Chair gave the committee an update on the West Elementary/Shawsheen Preschool project. The following discussion points/questions arose:

- 1) As of now, the project is on budget and on schedule
- 2) Construction/Site prep will begin in April during school vacation week
- 3) Full Construction will begin in June
- 4) Are contingencies included in the reconciled construction cost or the overall construction budget? Both. Once we get into actual construction there is a construction contingency of about \$9 Million. Through this phase there is what is called a designer contingency in case significant changes needed to be made. As we move along there are other contingencies built in
- 5) Guaranteed Maximum Price will be set in September. At this point the risk gets shifted from the Town to the Contractor
- 6) Are there contingencies within the soft costs estimates? There is owner's contingency built in
- 7) Conservation Commission is pending. Hoping to receive approval by middle of March.
- 8) Next update to Finance Committee will be in September

### **IT Budget and CIP Overview**

Paul Puzzanghera, Chief Information Officer gave an update on Information Technologies FY2023 Budget and CIP Requests. The following discussion points/questions arose:

- 1) IT-1 Annual Staff Device Refresh Total request is for \$379,363 funded from free cash. Leasing of equipment for four years
- 2) IT-2 Annual Student Device Refresh Total request is for \$619,084, Town Manager's recommendation is \$436,477 funded from free cash. Schools will contribute \$250K into the IT Operating budget to help cover these cost
- 3) IT-3 IT Infrastructure Original Request \$779,500, Town Manager's recommendation is \$379,363 funded from free cash
- 4) IT staffing – Increasing FTEs by .2

- 5) There have been some issues with IT compensation. Market for salaries has skyrocketed and current IT salaries are incompatible with overall knowledge worker pay scale. Have not been able to fill existing vacancies. These vacancies pose a risk to cybersecurity. IT needs full staff to deal with compromises
- 6) The Town Manager's office is looking for solutions. There are union contracts that are involved and other issues, but they are trying to find creative ways to solve these

### **Pension Obligation Bond Update**

Investment Committee met last week. Had extensive conversations with the retirement board's investment advisor regarding asset allocation. They recommended that 1/10 of the proceeds be invested into the PRIT Core fund. The investment committee may hire their own consultant. An update will be presented to the Select Board on 2/28/22. Retirement Board is meeting tomorrow.

### **Preliminary Warrant Article Review**

There are 37 Articles that are part of the warrant. The Finance Committee will be taking a position on 26 of these articles.

The Final warrant is scheduled to be released on 3/14/22. Once the Final warrant is signed the Finance Committee can start taking a position on the Articles.

There are 9 private warrant articles. If they have a financial impact on the Town, the sponsors of the articles will be asked to attend a meeting.

Meeting with Department Heads has been moved to 4/9/22.

### **Approval of Deficit spending from Snow and Ice Account**

The Finance Committee was asked to approve Deficit spending from the Snow and Ice Account. Upon motion duly made by Paula Colby-Clements and seconded by Paul MacKay it was voted to allow deficit spending from Snow and Ice Account. John Barry-Y, Yican Cao-Y, Paula Colby-Clements-Y, Mary Ellen Logee-Y, Paul MacKay-Y, Paul Monticciolo-Y, Kevin O'Handley-Y, Ken Russo-Y and Paul Russo-Y. Motion passed 9-0.

### **Liaison Updates**

Ken Russo – None. Paul Monticciolo – The Open Space Task Force would like to come to a future Finance Committee meeting to advocate for certain warrant articles. Paul MacKay – met with Chief Keefe who informed him that the allocated number of officers on the force is less than the funded number of officers. Trying to get additional officer funded. Also met with Chief Mansfield about adding a position as a training officer. Kevin O'Handley – None. Mary Ellen Logee – Andover High Facilities Study. MSBA did not accept application for funding. It was voted to proceed with Town Funding. Yican Cao – None. Paul Russo – No further updates.

### **Approval of Minutes from 1/26/2022 and 2/9/2022**

Upon motion duly made by Mary Ellen Logee and seconded by Paul Russo it was voted to approve the minutes from the January 26, 2022 Finance Committee Meeting. John Barry-Y, Yican Cao-Y, Paula Colby-Clements-Y, Mary Ellen Logee-Y, Paul MacKay-Y, Paul Monticciolo-Y, Kevin O’Handley-Y, Ken Russo-Y and Paul Russo-Y. Motion passed 9-0.

Upon motion duly made by Mary Ellen Logee and seconded by Paul Russo it was voted to approve the minutes from the February 9, 2022 Finance Committee Meeting. John Barry-Y, Yican Cao-Y, Paula Colby-Clements-Y, Mary Ellen Logee-Y, Paul MacKay-Y, Paul Monticciolo-Y, Kevin O’Handley-Y, Ken Russo-Y and Paul Russo-Y. Motion passed 9-0.

### **Adjournment**

Upon motion duly made by Paula Colby Clements and seconded by Kevin O’Handley, it was voted to adjourn. John Barry-Y, Paula Colby-Clements-Y, Yican Cao-Y, Mary Ellen Logee-Y, Paul MacKay-Y, Paul Monticciolo-Y, Kevin O’Handley-Y, Ken Russo-Y, Paul Russo-Y. Motion Passed 9-0. Meeting adjourned at 8:29pm

Next Finance Committee meeting will take place in person on Wednesday, March 16, at 7:00pm.

### **Documents:**

- West Elementary/Shawsheen Preschool Powerpoint presentation
- IT Powerpoint Presentation
- Memo regarding Snow and Ice deficit spending

### **Minutes**

January 26, 2022 Finance Committee meeting minutes

February 9, 2022 Finance Committee meeting minutes

Respectfully submitted,

Amy Salvi

Recording Secretary