

Call to Order

Chair Moffitt called the meeting to order at 7:00p.m and initiated roll call. Through video conferencing mode, present were Chairperson Eugenie Moffitt-Y, Paul Russo-Y, Andrew Betts-Y, Linn Anderson-Y, Mary Ellen Logee-Y, John Barry-Y and Paul Monticciolo-Y. Absent was Spiro Christopoulos. Also present were Donna Walsh, Finance Director, Patrick Lawlor, Assistant Town Manager, Superintendent Berman, School Committee Chair Scully and Chief Operations Officer Steve Nembirkow. The meeting was videotaped and live cablecast.

Introduction of New Committee Member

Ms. Doherty, having interviewed several very qualified candidates, introduced the new member Kevin O’Handley. A graduate of UMass Amherst and the Wharton School and long-time resident of Andover since childhood, Ms. Doherty felt he would be a great addition to the committee with his commitment to the town and vast business expertise. Not yet sworn in, Mr. O’Handley will be a guest a tonight’s meeting. He was welcomed enthusiastically.

FY20 Budget Update and FY21 One-Twelfth (1/12th) Budget Update for August

Ms. Walsh reviewed the preliminary local receipts/offset receipts results of the FY20 Budget reflecting a surplus of \$1,905,498 and deficit of \$156,223 respectively (see attached powerpoint presentation in detail.) Discussion ensued on various line items.

Ms. Walsh also reviewed the monthly spending plan for the FY21 One-Twelfth (1/12th) Budget for August to keep town operations running (see attached powerpoint presentation in detail.) Approval is needed because our Annual Town Meeting will be postponed past June 30th, the end of our fiscal year, due to the health crisis. Without an approved FY2021 budget, the DOR allows municipalities to calculate 1/12th of the annual pending plan to submit to DOR for approval on a month-to-month basis until appropriation by town meeting. The DOR approved a 1/12th budget of \$30,056,287 for August. The budget for August was significantly higher than July due to the one-time expenditures for retirement assessment, seasonal wages and cable TV assessment. Discussion ensued.

School Presentation – Dr. Berman, Ms. Scully and Mr. Nembirkow

Dr. Berman introduced the new Chief Operations Officer, Steve Nembirkow.

Dr. Berman then updated the committee on the dynamic conditions of forecasting school reopening. The School Committee has not voted on the Town Manager’s recommended \$807K reduction in the FY21 school budget largely because of the continuing changing conditions due to covid-19. It unclear at this time the amount of Chapter 70 funds, and the Town Manager’s budget reflected a 21% - \$2M+ reduction in these funds. Federal assistance is also unknown at this time. The vote will take place as late as possible before town meeting to ensure they have the most up-to-date information.

He outlined anticipated increased costs including a) PPE, masks and cleaning supplies; b) development of three plans of in-person, remote and hybrid learning and likely implementation of all three; c) transportation due to decrease in number of students allowed on bus at any one time and subsequent increase in numbers of runs necessary for the fleet of total of 38; d) transportation of out-of-district special ed students; e) and additional staffing due to smaller sizes due to the

requirement of three feet between students in classrooms and six feet between students in lunch rooms. Also being worked on is a parallel remote learning plan for parents who have opted to keep their children at home. He also noted that the state is accepting bids on complete remote solutions with a universal state curriculum. Also anticipated is staff who may not be able to return to work for medical reasons and available only for remote teaching.

Mr. Nembirkow is a member of the 60-member task force scheduled to deliver an initial plan to DESE on July 31. The school committee will vote on the final plan to be submitted on August 10th. Federal CARES funding will provide \$225/student for a total of \$1.2M which will require submission of a plan for use of funds by end of August.

Ms. Scully reiterated the need to postpone voting on the reduction in budget in order that more complete understanding of the costs involved in this dynamic situation. Ms. Anderson asked that the school committee letter for the Finance Committee Report be revised to describe the factors involved in its decision. A workshop meeting is scheduled tomorrow with the task force to further discuss the challenges faced by the school. Discussion ensued on the state budget shortfall and the reimbursement for costs from CARES funding, including the possibility of the town and school sharing resources. Mr. Nembirkow added that the school is now sharing PPE state-vetted vendors with the police and fire departments and combining orders for a three-month supply.

Dr. Berman will keep the committee informed over the next few weeks.

Liaison Updates

Mr. Monticciolo reported that Fire Chief Mansfield expects a shortfall in ladder truck overtime account and revenues of \$22K from CARES funding helped in keeping ambulance account on track. Police Chief Keefe reported that CIP items will be handled after town meeting and they are managing expenses within the one-twelfth (1/12) budget.

Finance Committee Report and Letter

Ms. Anderson reported the new timeline for printer is first draft on August 11, August 14th for final draft. Chapter 90 funds expected at \$300M is now \$200M. Mr. Lawlor reported the warrant is fixed with no additions or deletions. She will be working on changes in revenue and expense forecasts with Ms. Walsh and CARES funding with Ms. Green.

Finance Committee Leadership

Upon motion duly made by Mr. Monticciolo and seconded by Ms. Anderson, it was unanimously voted to approve Ms. Moffitt as Chair for FY21. Eugenie Moffitt-Y, Paul Russo-Y, Andrew Betts-Y, Linn Anderson-Y, Mary Ellen Logee-Y, John Barry-Y and Paul Monticciolo-Y. Motion passed 7-0.

Upon motion duly made by Mr. Monticciolo and seconded by Ms. Anderson, it was unanimously voted to approve Mr. Betts as Vice Chair for FY21. Eugenie Moffitt-Y, Paul Russo-Y, Andrew Betts-Y, Linn Anderson-Y, Mary Ellen Logee-Y, John Barry-Y and Paul Monticciolo-Y. Motion passed 7-0.

Approval of Minutes – May 20, May 26, May 27 and June 24

Upon motion duly made by Ms. Logee and seconded by Ms. Anderson, it was unanimously voted to approve above minutes. Eugenie Moffitt-Y, Paul Russo-Y, Andrew Betts-Y, Linn Anderson-Y, Mary Ellen Logee-Y, John Barry-Y and Paul Monticciolo-Y. Motion passed 7-0.

Next Meetings

Wednesday, August 12 and September 9

Mr. Lawlor noted that there is a possibility that the August 12 meeting will be allowed in-person

Adjournment

Upon motion duly made by Ms. Anderson and seconded by Mr. Barry, it was unanimously voted to adjourn. Chair Eugenie (Janie) Moffitt-Y, Linn Anderson-Y, Paul Russo-Y, Andrew Betts-Y, Mary Ellen Logee-Y, John Barry-Y and Paul Monticciolo-Y. Motion passed 7-0. The meeting adjourned at 8:06PM.

Respectfully submitted,

Christine Martin Barraford
Recording Secretary

Attachments:

*FY20 Budget Update and FY21 1/12th Budget Approval for August
Minutes of Meetings – May 20, May 26, May 27 and June 24*