June 16, 2020

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Meeting of the Finance Committee, held on Wednesday, June 17, 2020 Meeting of the Finance Committee, beginning at 6:00 p.m. remotely by conference call.

Please be advised that by Order of the Governor; Order suspending certain provisions of the open meeting laws, G.L. c.30A, Sec. 20 which limits public access. This meeting will be conducted entirely over conference call and recorded for public access. The recorded meeting will be publicly available through LCTV.

Members present: Eric Gregoire, yes; Anthony Alves, yes; Susanne Boyea, yes; Joan Cavallo, yes; Richard Moskal, yes and Beverly Tokarz, yes.

Members excused: Maureen Downing and Nicole Parker. Kim Collins and Ellie Villano were also absent

At this time Anthony Alves took over as chairman to conduct a reorganization of the committee. He accepted nominations for the office of Chairperson.

Moved by Mr. Moskal, seconded by Ms. Cavallo to nominate Eric Gregoire as Chairman. Mr. Gregoire accepted the nomination. Mr. Alves called for a second nomination for Chairman and then for a final call. Hearing none, a vote was taken.

Ms. Boyea, yes; Ms. Cavallo, yes; Mr. Gregoire, yes; Mr. Moskal, yes; Ms. Tokarz, yes; Mr. Alves, yes. Vote: 6-0 in favor

At this time Mr. Alves accepted nominations for Vice Chairman.

Moved by Mr. Moskal, seconded by Mr. Gregoire to nominate Anthony Alves as Vice Chairman. Mr. Alves accepted the nomination. Mr. Alves called for a second nomination for Vice Chairman and then for a final call. Hearing none, a vote was taken.

Ms. Boyea, yes; Ms. Cavallo, yes; Mr. Gregoire, yes; Mr. Moskal, yes; Ms. Tokarz, yes; Mr. Alves, yes. Vote: 6-0 in favor

At this time Mr. Alves accepted nominations for Secretary.

Moved by Ms. Cavallo, seconded by Ms. Boyea to nominate Beverly Tokarz as Secretary. Ms. Tokarz accepted the nomination. Mr. Alves called for a second nomination for Secretary and then for a final call. Hearing none, a vote was taken.

Mr. Boyea, yes; Ms. Cavallo, yes; Mr. Gregoire, yes; Mr. Moskal, yes; Ms. Tokarz, yes; Mr. Alves, yes. Vote: 6-0 in favor

Mr. Gregoire resumed Chair of the meeting and thanked everyone for their support.

At this time the committee met with Jeffrey Daley, Director and CEO of WestMass. He will discuss Articles relative to the DIF Program for the Ludlow Mills area.

Mr. Daley is the President and CEO of WestMass since October 2019 after the untimely death of Eric Nelson. Previously he owned his own consulting firm where his specialty was providing guidance and tools for towns and cities around the commonwealth working with DIF Programs and putting together Urban Renewal Plans. Prior to that he worked in Westfield for 5 years as the Economic Development Director. WestMass purchased the Ludlow Mills in 2011 and one of the criteria, in order to open up development was trying to keep trucks off the private roads in Ludlow. The Town applied for and got approved for 7 ½ million dollars of grant money from the State. At the time Tyne and Bond had done a contractual layout of what they would need. It was recognized at the time that they could get away with a gravity sewer system from out of the middle of the stock houses in the middle of the mills and up State Street to the Clock Tower. Once the engineer was awarded the contract for the road project, they found that they could not use the gravity sewer system to State Street. In order to get all the sewer from Riverside Drive up State Street, they would need a pump station and the cost of that was not put into the original budget when the grant was applied for. The cost of a pump station is upwards of $500,000. which caused a problem with bidding potential. Mr. Daley met with Ms. Villano and Mr. DeBarge and brought to their attention a tool (the DIF Project) that would make sure that the Town could do the $500,000 change order. What DIF allows the Town to do is borrow against public infrastructure. By borrowing that money, the debt service would be repaid through increased tax revenue within the DIF District which would be the Ludlow Mills.

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The first Article is the Town creates the DIF District. Within that district, if any new development is done it generates new tax dollars. Anything above the baseline the new tax dollars can be earmarked legally to pay back the debt whatever public infrastructure is needed. The Town is going to ask for the approval of up to $500,000 borrowing. If that was approved then any new development and new tax dollars generated in the park would pay for that debt service.

The Clock Tower Project, coming to Mill 8; once that is developed and operational, taxes payed to the Town would be earmarked to pay back the debt service. The bill for the public infrastructure would not affect the public. It comes from new taxes that are generated from the DIF District. It's a solid program. Mr. Daley has been involved with several of the programs. One of the biggest one's was the Dwight Street and Maple Street connection in East Longmeadow and Longmeadow. The DIF is a Ludlow product. The Town of Ludlow hired WestMass to develop a DIF Program for them and it does not benefit WestMass in any way. It helps the Town accomplish the goal of getting the public road in place, getting the proper pump station in place to support the sewer and it will be paid back with new growth from the taxpayers within the new district itself.

Mr. Moskal asked about the activity on the property where many trees are being cleared. Mr. Daley said they did a forest station cut. They sold timber and tried to open up the area for security and safety. They put in a 50 ft. buffer for any roadway that they went through. That would be developed until the Town accepts Riverside Drive as a public road in order to open up frontage. Mr. Alves had conversations with Rep. Petrolati in regards to the area that was forested. A question was asked: Are there any ideas for a type of zoning that the Town would want on that site? Mr. Daley said it is now zoned commercial/industrial through the Mill District. WestMass was awarded a $80,000 grant to study what the needs are for MA development. They

will do a market analysis and an inventory stock of what is out there for commercial buildings and needs etc. to make informed decisions when development starts. Mr. Daley said the Articles are listed wrong. The DIF District should be approved first and then the DIF Program second and the final would be the funding. Once the District is created it creates the baseline assessment of the district. He worked with the Assessors to get a value of what the district is worth today, so if anyone came in and started building the tax dollars generated for that are captured. Mr. Gregoire said that there would be a conversation with the Town Moderator to take the Articles out of Order for that purpose. The Finance's role would be to vote on the recommendation on the content. Mr. Gregoire outlined the Articles again with Mr. Daley to make sure that the first Article would be to create the DIF Program and then follow through with the other Articles. Mr. Gregoire asked how much flexibility does the DIF provide in terms of repaying the debt that is owed against the new growth. How much flexibility would the Town have to restructure the debt or repayment. Mr. Daley said that however the debt is structured; if it's a bond it would be for ten or twenty years. He doesn't know if a bond would be appropriate. The Town Accountant would set up a structure stating that it's a $500,000 note then come up with the years and how much will be payed each year. If there are new taxes generated that pay the excess, that money can be put in the general fund or paydown the debt quicker. It's up to the municipality where the extra dollars go when creating the Debt Service Program of how much is borrowed and what the yearly debt would be to pay back. Once the debt is retired the money can all go to the general fund and all the taxes would be captured on the general fund side. Mr. Gregoire asked if this program can be utilized in the future to help other districts. Mr. Daley said that if there was some project pending and there was more than enough revenue, the DIF District lasts up to 30 years and can run concurrently up to 20 years. You can also do another infrastructure project and if there was benefits to the district, it could be used there as well as a new DIF District. Mr. Daley said if the budget is close or underbudget, they still need to capture the $500,000., so they still may need to borrow some money to finish the project, but he will do whatever he can to keep the project costs down and will keep Ms. Villano informed.

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FY'21 Operating Budget: The recap from the Selectmen's Meeting about the adjustments were to the budget. Ms. Collins said there were 2 adjustments. For Vacation Time, due to COVID the month of March, April, May, June, July and August were very difficult for people to take their vacation time. The Town allows you to carry one week forward into the new year. Looking at everybody's time, with the exception of Police and Fire Departments, they have been on rotating schedules and haven't been able to use their vacation time. After looking at different scenarios, employees will be allowed to carry over two weeks in the new year and paying out of one week of vacation time to get the time off the books. The time that's been carried into 2021, they would have that year to use the time and then allow the employees to carry over another two weeks into 2022. At that point it would be a use it or loose its situation. The cost that was added to Fringe Benefits to pay out that one week was $52,246. That would bring the Fringe Benefits budget to $15,703,488.

The other adjustment that the Selectmen approved was in the Building Inspector's budget. They approved to add $16,000 to the overall budget to cover the reclassification of the Building Inspector's position to include a Facilities Manager. They haven't approved the position; they

just approved the funding until that position goes through all the processes. The new budget for the Building Inspector is $250,478.

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Ms. Parker joined the meeting at 6:36 p.m.

Mr. Gregoire asked about the vacation time. Is the money added in to the budget for vacation time, is that money available to seek reimbursement through the COVID CARES money? Ms. Collins said it is not. She tried to get it covered, but the concern is that it's a bonus as opposed to a vacation by back. The way the CARES funding works is that you can't budget for the expense and then get reimbursed. They would have had to pay it out in FY'20 as an unbudgeted item, if it was an eligible expense or they would have had to budget for it in FY'21 and pay it out, which they are attempting to do. Mr. Gregoire had concerns about the vacation payout. He asked if it was accrued as an expense as part of FY'20 and carry it over into the new year. Ms. Collins said the Town doesn't, as a rule, ever payout vacation time. It would have never been an additional expense to the Town. They did it specifically to reduce the liability on the books for vacation time. It's a loose it or use it scenario, but because of COVID their trying to help the employees to use their time. Ms. Parker agrees with Mr. Gregoire. In March, April and May, employees haven't been charged with vacation. It doesn't make sense to her to payout that week. Mr. Alves had a question about employees using their vacation. What kept people from taking vacation time? Ms. Collins said that during the time, you couldn't leave your home or state. Hotels, Air B&B were shut down, no one could go on vacation and in addition to that, because of the way that it happened, the Town sent everyone home and paid them. They didn't institute a policy that said, they had to use their vacation time. When it was time for the employees to go back to work, it was on a rotating schedule because they couldn't all be in the office at the same time. There was no policy instituted re: vacation time. Mr. Alves doesn't agree with the first part of the scenario. Being able to go somewhere, in his opinion, doesn't warrant not going on vacation.

Mr. Gregoire said that he joined the call during the Selectmen's meeting to discuss the Building Inspector's increase to his budget. He made it clear that Finance reviewed that budget and funding it would not be included as part of the budget. The Selectmen were aware of the views of the Finance Committee. After much dialogue at the Selectmen's meeting regarding the increase, the Selectmen voted to increase the Building Inspector's budget. Mr. Gregoire still doesn't believe adding money to the budget just in the event that the position gets cleared up around a job description and responsibilities, is not a best practice and doesn't agree, because of the year that we are in, that this is appropriate. There are many departments that would like increases, but didn't get it. Mr. Alves agrees with all of Mr. Gregoire's comments. He also said that it doesn't set a good precedent. Other departments asked for positions. If you set money aside for potential positions, it would set a bad precedent going forward, picking and choosing what budgets will be increased. Ms. Parker also agrees. Ms. Collins said that there is difficulty in that department, getting all the work done. There is more of a need to have someone else in the office. Mr. Larivee hasn't come forward with the job description to HR and a real plan to move forward. There would be an option to ask for the money at a Special Town Meeting, after all the requirements are done, as opposed to pushing it through the budget without an actual position. There was much more discussion regarding the funding of this position. Ms. Parker feels that he needs the help. This position can be looked at through the year and they should have a part-time inspector to help out for all of the overload that the department has. She feels that a Facilities

Manager is an excellent idea; there are individuals in each building overseeing them and there is a maintenance manager. She doesn't know where the Town could need a Facility Director when there are people in every building maintaining the building. There should be a complete process as to who is at what building, their responsibilities and where the director would be needed. Ms. Villano clarified that there is not a maintenance person in every building. There are custodians that do the cleaning. Any of the maintenance and repairs that are done to each of the buildings is handled by the Selectmen's Office. She takes care of all the repairs and maintenance of the municipal buildings, excluding the school. She relies on the Building Inspector to assist her for some of the needs. The $16,000 was added to the budget based on the fact that through the Classification Plan, if accepted that within four months the job description would be completed for the Building Commissioner/Facilities Manager position. All four of the Selectmen would be idle to add the money to the budget, just in case the position would happen to take on the responsibilities immediately. Ms. Parker asked if he would do the work or hire people to do the work. Ms. Villano said he would take on that responsibility of hiring and reviewing the buildings to see what needed to be done. He could do some of the work.

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Ms. Downing entered the meeting at 7:07 p.m. She said that for many years work was done ad hoc and that the Town really needs a supervisor who can handle all the coordination of repairs and maintenance. She asked if this is the first step so that there is enough money to handle the position and if you don't take care of your maintenance, it's ten times worse down the road. Ms. Villano said it's a first step going forward. This had been her goal for many years. A Classification Study will prove that the position is needed. Ms. Collins said that if a Classification Study is done, she feels that the position will be needed. When moving forward, if the two positions were combined and the Study determines that the two positions should be separate and be a full-time position for both, what would be done at that point. Ms. Villano said they are creating a position for whoever sits in the Building Commissioner's/Facilities Manager position. Some of the Selectmen made it clear that they were not ready to appropriate that kind of money to pay a full-time facilities manager. She feels the Study will show that they need maintenance personnel which would be under the jurisdiction of the Facilities Manager to work in the buildings. Mr. Gregoire goes on record to clarify his comments by saying that he does not disagree with the need for a Facilities Manager position, knowing the types of projects that go on in Town. He has an issue with having a process that is defendable based upon how other position were viewed and other personnel actions across the board in other departments. That is where his opinion is. It's not about the need for the position, it's about the process and trying to be as level with every other position. Mr. Alves, Ms. Tokarz and Ms. Parker agree with Mr. Gregoire's statement.

The committee will vote on those Articles that have changed. The committee will Suspend the Rules for recommendations for Fringe Benefits and the Building Inspector's budget.

Moved by Ms. Downing, seconded by Mr. Moskal to Suspend the Rules for the purpose of re-consideration on changes to Fringe Benefits and to the Building Inspector's budget. Ms. Downing, yes; Ms. Tokarz, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

Moved by Ms. Downing, seconded by Mr. Moskal to approve the Fringe Benefits budget in the amount of $15,703,488.

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Ms. Villano asked if the vacation pay to employees will be lumped together in Fringe Benefits or will transfers be made from individual budgets to do the payout. Ms. Collins said if added to the Fringe Benefits, she can pay it out of the departments and do a transfer at the end of the year. Ms. Collins said that the way the salaries work, it's one amount for the entire year, whether you use vacation time, regular time etc. This will be a payout above and beyond that, so it has to be budgeted for. Ms. Parker is not in favor with spending money to pay out people that they haven't used. She can't agree with it.

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, no; Ms. Boyea, no; Ms. Cavallo, yes; Ms. Parker, no; Mr. Gregoire, yes. Vote: 5-3 in favor. Mr. Alves, Ms. Boyea and Ms. Parker opposed

Moved by Mr. Alves, seconded by Ms. Downing to reject the Board of Selectmen's proposed increase of $16,000 to the Building Inspector's budget.

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Mr. Moskal, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

Ms. Downing wanted to clarify that the reason, as the Chairman stated that the committee is not in agreement with the increase is based on the process and the way other positions were handled in other departments; not filling positions and people being laid off.

The committee will finalize the Annual and Special Town Meeting Warrant Articles:

Special Town Meeting:

Article 1: Unpaid Bills, hold until the day of Town Meeting

Articles 5,6,7: Relate to Article 5: Firefighters, Ambulance Personnel Services Overtime, Art. 6: Ambulance Repair and Maintenance, Art. 7: Police Department additional Overtime expenses

Ms. Villano said that the Fire Chief indicated that he is asking for postponement of the Articles for his department. The Police Department will need Overtime. Still don't have a number, but will be close to $20,000.

Moved by Ms. Downing, seconded by Ms. Cavallo to concur with postponement of Article 5

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

Moved by Ms. Downing, seconded by Ms. Cavallo to concur with postponement of Article 6.

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

Article 7: Hold

Article 15: Classification Study for the non-union Town positions, not to exceed $15,000. Ms. Parker asked when the last Study was done and does the Town have the money to fund the additional salaries if it is warranted. Ms. Downing said that the Article would go out through the Selectmen's Office for bids. There was discussion that the money was added in to Free Cash.

Moved by Ms. Downing, seconded by Ms. Boyea to approve Article 15

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

Article 20: Zone Change from Agriculture to Industrial A, 347 Miller Street. The Assessors provided information as did the Town Planner. Mr. Alves reviewed the material and Planning was not in favor of the Article. He concurs with that. Some neighbors had valid concerns.

Moved by Ms. Downing, seconded by Mr. Alves to disapprove Article 20

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Alves, yes; Mr. Moskal, yes; Ms. Boyea, abstain; Ms. Cavallo, yes; Ms. Parker, did not vote; Mr. Gregoire, yes. Vote: 6-1-1 in favor. Ms. Boyea, abstained; Ms. Parker didn't vote

Article 21: Zone Change from Residence A to Business A, 326 and 0 Sewall Street.

Moved by Ms. Downing, seconded by Ms. Boyea to disapprove Article 21 for discussion from the documentation prior, she does not like to change. Ms. Villano said that this Article will merge two or three parcels together to make one zoned area. Planning Board recommended approval. This parcel is where Sewall Street Auto Sales is located. Ms. Downing said it's a big cut into the residential area. Mr. Gregoire sees no reason to disapprove the Article. Ms. Parker said it's not spot zoning and it's a very small neighborhood commercial business and it is appropriate. Mr. Alves said it seems the land is landlocked with no access. It's getting the two lots conformed with the commercial zone and allowing them to be in uniform. Ms. Downing and Ms. Boyea will withdraw their motion.

Moved by Mr. Alves, seconded by Ms. Downing to approve Article 21 as written in the Special Town Meeting Warrant.

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

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Article 23: Accepting the State Street Ludlow Mills Improvement District, located on the South side of State Street. (Mr. Gregoire read the entire Article) This Article was discussed earlier with Mr. Daley of WestMass.

Moved by Ms. Downing, seconded by Ms. Cavallo to approve Article 23 as written in the Special Town Meeting Warrant.

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

Article 22: Create a District Improvement Financing Program known as the State Street Ludlow Mills DIF Program. (Mr. Gregoire read the entire Article)

Moved by Ms. Downing, seconded by Ms. Cavallo to approve Article 22

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

Article 24: $500,000 or less for the purposes of Public Infrastructure Improvements including but not limited to the Pump Station in the area of the State Street Ludlow Mills Improvement District. (Mr. Gregoire read the entire Article).

Moved by Mr. Alves, seconded by Ms. Downing, to approve Article 24.

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

Article 27: Sewer Capital Improvements in the amount of $150,000 which would be added to the $413,982 currently available to address the Sewer Main Project to sever 72 residents. The DPW plan to bid the remaining sewer project in the FY' 20-21 sewer season at a cost of $862,500 and at next years Town Meeting they would be seeking an additional $750,000 transfer to fund those improvements.

Mr. Gregoire asked Ms. Collins what they had in retained earnings for Sewer Enterprise. Ms. Collins said that what the DPW is requesting now is not an issue. She is not sure about his future plans if he would have enough funds in his Retained Earnings. They will be certified again on July 1st. $150,000 that he is looking for now; the Retained Earnings on 2019 was $740,792 dollars. If they go next year for more money it will come out of earnings certified on July 1st, 2020, based on setting the sewer rates.

Moved by Ms. Downing, seconded by Ms. Cavallo to approve Article 27 in the amount of $150,000.

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

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Articles 1 and 7 will be held until the night of Town Meeting.

In the Annual Town Meeting, the only Article open is the Budget Article. Ms. Collins calculated the Budget total as $73,573,820 which includes the $52,246 for vacation buyback and the $16,000 for the Building Inspector.

Ms. Downing said that the committee would like to vote on the Article without the $16,000. Mr. Gregoire would recommend that the motion be with the full amount with an amendment to reduce the Building Inspectors position in the motion. The committee supports the budget in general but that is one area where it would be noted the disagreement. That way the committee is not voting against the entire budget. Ms. Downing said that would be confusing; who would make the amendment? It would have to come from the committee. She said we would approve the budget without the $16,000 and clarify why it's different. Mr. Gregoire agrees with Ms.

Downing. Ms. Villano said the budget has been approved by the Selectmen and that is the budget that is being presented at Town Meeting. If the Finance Committee Chairman does not want to put the $16,000 in, the committee would have to vote to amend the line item. An Amendment would have to be written. Ms. Parker said it might be appropriate to keep it in limbo. Where would the $16,000 be put. Mr. Gregoire said it would be in the Selectmen's approved budget, in the department budget for the Building Inspector. Ms. Parker said if the Finance Committee disapproves it, and maybe be in a future budget in a separate account. Ms. Villano said that process cannot be taken. The process is that the budget has been approved by the Selectmen and going forward to Town Meeting. When each of the line items are read and when it comes to the Building Inspectors line item, the Finance Committee would make an amendment to reduce his budget by $16,000. If that is approved the budget would be changed to reflect the $16,000 decrease. Ms. Parker asked where would the $16,000 go. Mr. Gregoire said the money hasn't been appropriated yet, it's a recommendation. After it gets to Town Meeting it will be raised. Right now, the money is just in the budget. The budget number without the $16,000 for the Building Department is $234,478 and the total budget would be at $73,557,820.

Moved by Ms. Downing, seconded by Ms. Boyea to approve Article 3 for $73,557,820 with an amendment to adjust the line item for the Building Inspector's Budget.

Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

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New Business: Year to End Transfer requests update.

Mr. Gregoire said usually the Finance Committee reviews the transfers first and then they would move to the Board of Selectmen for their vote. Ms. Collins said that with COVID, things have been moving slowly. There were COVID expenses and anything eligible for reimbursements. She only has transfers from two or three departments. Her plan is to get everything up to date and send out new reports to have a clear picture of their budget. They have until July 15th for the Selectmen to approve it. She feels there is time for both boards to review them. Mr. Gregoire said there is a meeting scheduled prior to Town Meeting and no other meetings scheduled. The committee could meet on July 1st. at 6:00 p.m. and the Selectmen on July 7th. The meeting prior to Town Meeting will be changed to meet at 6:30 p.m. in Conference Room 1 & 2 in Town Hall. Ms. Villano explained the rules for Town Meeting. She feels a quorum will be reached at 58 precinct members and that they can fit in the auditorium. Any overflow will be placed in the cafeteria.

Moved by Ms. Boyea, seconded by Ms. Cavallo to approve and sign the Finance Committee Minutes of May 27, 2020
Ms. Downing, abstain; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 7-0-1 in favor. Ms. Downing abstained

Moved by Ms. Downing, seconded by Ms. Boyea to approve and sign the Finance Committee Minutes of May 28, 2020 as written.
Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, abstain; Mr. Gregoire, yes. Vote: 7-0-1 in favor. Ms. Parker abstained.

Moved by Ms. Downing, seconded by Ms. Cavallo to adjourn the Finance Committee Meeting at 8:59 p.m.
Ms. Downing, yes; Ms. Tokarz, yes; Mr. Moskal, yes; Mr. Alves, yes; Ms. Boyea, yes; Ms. Cavallo, yes; Ms. Parker, yes; Mr. Gregoire, yes. Vote: 8-0 in favor

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