

Wendy M. Mead, Chair person
Jesse Limanek, Vice Chair
Jonathan Anderson, Clerk
David Hall
Jeffrey Bannon



Sutton Town Hall
4 Uxbridge Road
Sutton, MA 01590
Telephone (508)865-8727
Fax :(508)865-8721

James A. Smith, Town Manager

Town of Sutton
Select Board

Meeting Minutes

Minutes Accepted and filed with the Town Clerk on 3-02-2021 by a roll vote of 5-0

5:00 p.m. – February 16, 2021
REMOTE DIAL IN MEETING

Members in Attendance by video chat:

Chairperson Wendy Mead, Vice Chair Jesse Limanek, Clerk Jonathan Anderson & Select Board David Hall & Jeffrey Bannon

Town Manager James Smith & Deb Jacques, secretary

Town Finance Director Timothy Harrison b

Chairperson Mead recites the following: Due to the current COVID-19 Crisis (pursuant to Governor Baker's March 12, 2020 Order suspending certain provisions of the Open Meeting Law) this meeting of the Sutton Select Board is being held remotely via Zoom. To join the meeting visit www.zoom.us/join and enter Meeting ID 857 3938 6095 & Passcode 349968. The meeting will be broadcast and recorded on local public access station (Verizon 31 & Charter/Spectrum 191) and live streamed on the Town's YouTube channel when available. Pursuant to MGL Chapter 30A Section 20, no person shall address a meeting of a public body without permission of the chair. Individuals who would like to participate should state their name and address after being recognized by the chairperson. In an effort to ensure transparency to our viewers at home, the chat function is not available.

Public Forum: N/A

Select person Hall motions to approve as presented minutes from the February 2, 2021 meeting, Select person Anderson seconds- Roll call vote taken - passes 5-0

FY22 Budget Presentation (power point)- Town Manager Jim Smith states this is the preliminary presentation for FY2022- for FY21 a lot of items were deferred due to COVID- the total town budget is \$35,235,545- an increase of \$946,930 or 2.76% over FY21's final budget. Currently we show a deficit of \$20,000. but it is essentially balanced. The Spring Annual Town Meeting is scheduled to take place outside on Sat. May 15th @ 10am with a rain date of Sat. May 22 @ 10am. Due to the pandemic we have deferred action at 2 previous Town Meetings and there are many issues to address. In addition to budgetary items- there may be as many as 17 Planning Board articles. Due to the pandemic FY21 was a challenging year- we put an additional \$100,000. in the reserve fund that was intended for OPEB as well as reduced local receipts. We plan on voting to transfer the \$100,000. back into OPEB. Healthcare is still an unknown but preliminarily has increased 5%- we are out to bid and are awaiting bid results back- We are currently \$3.4 million over net school spending. State aid came in at \$37,710 through Chapter 70 and \$29,012 in UGA. In addition to the budget- we have two non-budget items: Hatchery Property sale- the old gravel pit we no longer use- out to bid- appraised value is \$1.450 million. We have a P&S for 6 acres of land across from Waters Farm for \$225,000. An additional \$15,000. Has been put into Data Processing to cover salary and more cyber security training/ HR salary increased to \$60,000 (approx. 10,000. Increase)- Erin Chinappi passed the SHRM exam. Union negotiations have begun so those numbers are unknown, education increases are a major part of the budget- that number is \$687,038. Also reviewed were revenues (prop tax, state aid, local receipts). Over the past 5 years, the town has a number of projects generating revenue: Hotel & Meals Tax, Manchaug Library rent, Health Dept. Regionalization and SRECS which is approx. \$200,000. a year. For the Enterprise funds (Transfer Station and Sewer) the user fees have remained the same. The total Capital Plan for FY22 is \$1,297,000. to be allocated from free cash and a solid stabilization fund of \$2,620,000. Select person Hall states through our own conservative planning last year a lot of items that were COVID related were handled with the CARES Act money. We are in a good state going into the next budget season. In regards to Health Insurance and plan design changes- every year we ask our employees to make changes. Thank you to the IAC and our employees. In the Capital Plan- under the Police Dept. there are funds for

Communications- it is really important to support as well as the testing on the WW Treatment plant. Vice Chair Limanek reminds residents to balance a budget sometimes the burden is put onto the tax payers: we have to provide services, salaries, benefits, Health Care, Special Ed, Snow & Ice- with all that we only have a 2.76% increase. - there is a lot of thought that goes into the budget. Vice Chair Limanek asks the class size per grade- Jim replies around 90 students per grade. Jesse mentions residents have contacted him stating they are concerned with the impact should the Sewer Project goes forward- we will wait and see what the testing of the MBR comes back at. In regards to State Aid- small towns are not a priority- we are more and more on our own. Select person Anderson says this has been a pretty stable process year after year. Being a small town with few businesses limits the revenue sources. Each year we have the same issues- healthcare and special ed. With the declining enrollment maybe we should increase the school choice seats. This is a solid budget like every year- very stable even with the COVID pandemic. Select person Bannon says we are a small town but we have a 35-million-dollar budget that is controlled and maintained. Jeff is not concerned with the \$20,000. shortfall. Jeff also mentions another stimulus bill that may add state and local aid. Chairperson Mead has trouble with decreases of Chapter 70 funds but is glad we had the CARES Act money- we are also fortunate to have the SPED Stabilization Fund. Wendy is curious to see how COVID impacted the Meals tax last year as most places had to close and reopen with limited service. Wendy has some interest in the annual cost analysis for the septic tank repair at the school – 4.5 million today to run and what it would translate to 7, 8 or 9 years down the road.

Bond Anticipation Note Approval (\$960,000.) this is the result of a one-year bond- we received an interest rate of .37%. This is for the 2nd year payment of paving Central Tpk., purchasing Engine 3 and purchasing a highway truck. The Select Board all agree the interest rate is great and thanks Tim Harrison for the foresight to have a Capital Stabilization Fund. Vice Chair Limanek motions to sign the Bond Anticipation Note in the amount of \$960,000. at an interest rate of .37%, Select person Anderson seconds- Roll call vote taken- passes 5-0

Town Managers Update:

- Snow & Ice overspend- MGL C44 s 31D has changed- now the chief admin officer can approve over spending this line item- Jim will keep the board up to date annually with this line item.
- Order of Taking- 7.5 Wildflower Drive- 30 years ago the owner allowed the sewer pump station at this location. Previously this property was owned by Facilities Mgmt.- for a number of years taxes have been unpaid. The Select board can do an order of taking and become the owner of this property.
- Breached Dam Buttonwood Ave. Conservation Commission is working with Unified/Kraft to replicate an acre of wetlands to replace a manmade pond on Aggregate site. An alternative came up when Unified discovered a breached dam on Buttonwood ave. If Conservation approves work- Unified could create a fund for the design, permits and removal of the dam structure- the Select Board would have to authorize. This dam would be put back to its natural state.
- Erin Chinappi recently passed a professional exam for HR- she will receive a \$10,000. Increase.
- Finance & Warrant Advisory Committee will hold a meeting on Feb. 23 at 6pm to discuss FY22 budget. Bob Recore has stepped down on Fin Com and Mathias Eykman has taking his place. Thank you to Bob Recore for almost 20 years of service.
- Sgt. Nunnemacher has retired after 25 years of service to the Sutton Police Dept. We wish him well.

Select Board Roundtable:

- Select person Hall offers a shout out to the Sutton Highway Dept. for maintaining our roads during recent weather conditions.
- Vice Chair Limanek thanks St Marks church for the Food Pantry contributions- the Food Pantry is always in need of cleaning supplies. With Lent starting the Fish fry will be back in St. Marks parking lot. Thank you also to the Fire Dept. for recent Mutual Aid calls. Jesse also gives a shout out to Chloe Belsito for her upcoming American Idol show.
- Chairperson Mead asks for residents to check on elderly neighbors with the upcoming snow storm. Wendy also reminds all to be kind to one another- the sun is in the horizon.

Vice Chair Limanek motions to adjourn, Select person Bannon seconds- Roll Call vote taken- passes 5-0
meeting adjourned 7:04 pm