

Auburn Finance Committee  
Minutes of the Meeting -May 13, 2020  
Remote Participation Only

Members Participating: Anne Cavanaugh, Ed Coleman, Kevin Kennedy, Malory O'Brien, Trevor Sansoucy and Michael Marshall  
Also Participating: Chief Financial Officer Ed Kazanovicz, and Adm. Assistant to Town Manager Sharon Kwiatkowski

The Open Meeting of the Town of Auburn Finance Committee was being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus. The meeting was being recorded by Auburn Cable Television.

The meeting was called to order at 7:00 P.M. by the Chairman Anne Cavanaugh.

Ms. Cavanaugh confirmed that the following members were participating remotely and could hear her:

- Ed Coleman - Here
- Kevin Kennedy - Here
- Malory O'Brien - Here
- Trevor Sansoucy - Here
- Michael Marshall - Here

Each vote to be taken in the meeting will be conducted by roll call vote.

Chairman Cavanaugh gave an overview of the meeting agenda.

The Finance Committee reviewed the following transfer requests submitted for its consideration.

Town Assessor Seth Woolard was participating remotely.

Finance Department #01141 Assessing Division

Ed Kazanovicz explained the two transfers that were necessary because of salary adjustments for internal promotions because of the retirement of the former Town Assessor Cynthia Cosgrove.

\$1,061.00 from Acct. #011411-511120 Salary Assistant Assessor to Acct. #011411-511101 Salary. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Ms. O'Brien) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

\$4,053.00 from Acct. #011411-511102 Clerical to Acct. #011411-511101 Salary. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Ms. Cavanaugh, Yes; and Mr. Coleman, Yes - passed 6 to 0.

\$1,500.00 from Acct. #011411-511102 Clerical to Acct. #011412-5780 Training. Mr. Woolard explained that the transfer of funds was needed for MUNIS training in real estate and personal property billing. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Police Chief Andrew Sluckis was then participating remotely for the following transfers:  
#01210 Police Department:

\$7,899.35 from Acct. #012111-511110 Court Time to Acct. #012111-511107 Sergeants, due to negotiated wage increase. Mr. Kazanovicz advised that court is not in session due to COVID-19 and therefore funds are available to be transferred from the Court Time Account. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

\$12,421.50 from Acct. #012111-511110 Court Time to Acct. #012111-511109 Lieutenant, for negotiated wage increase. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

\$2,677.18 from Acct. #012111-511110 Court Time to Acct. #012111-519005 Lieutenant Quinn, for negotiated wage increase. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Executive Director of Senior Center/Elder Affairs Jean Boulette was participating remotely.

Department of Public Services #01541 Senior Center/Elder Affairs:

\$550.00 from Acct. #015411-511115 Van Drivers to Acct. #015411-5120 Vacation Coverage, for the additional \$15.00 per day from the Director's medical leave. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

#01129 Executive Office of Town Manager:

\$4,402.73 from Acct. #011322-5782 Salary and Wage Reserve Account to Acct. #011291-511101 Salary, to eliminate the deficit due to the contractual salary obligation and for performance evaluation payment for the remainder of FY2020. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

\$2,223.03 from Acct. #011322-5782 Salary and Wage Reserve Account to Acct. #011291-511102 Clerical, to eliminate the deficit due to the FY2020 union contractual increase and for a probationary completion adjustment. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

#01910 Pensions and Benefits:

\$25,000.00 from Acct. #011322-5781 Reserve Fund to Acct. #019101-5172 Unemployment Comp, for upcoming anticipated unemployment costs. CFO Ed Kazanovicz discussed the potential for the Town to have exposure for five active cases. He said that some of them were for employees who left Auburn and have since gone on unemployment. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

#01199 General Services:

\$3,000.00 from Acct. #011992-5214 Water/Sewer/Heating to Acct. #011992-5421 Office Supplies, for essential supplies. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

#01151 Law Department:

\$20,000.00 from Acct. #011322-5781 Reserve Fund to Acct. #011512-5306 Town Counsel. Mr. Kazanovicz explained that there were many legal matters and some lawsuits that may be long-term and ongoing costs would be incurred to defend and monitor them. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

\$10,000.00 from Acct. #011322-5781 Reserve Fund to Acct. #011512-5308 Negotiator. Mr. Kazanovicz discussed the transfer and he said that he expected it to take care of the rest of the fiscal year for Labor Counsel negotiations and mediations. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Department of Public Works - #01421 Highway Division:

\$2,035.00 from Acct. #014211-511103 Wages - Fulltime to Acct. #014211-5130 Overtime, to eliminate the deficit in the account. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

\$515.00 from Acct. #014211-511103 Wages-Fulltime to Acct. #014212-5310 Drug/Alcohol Testing, to eliminate the deficit in the account. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

\$1,618.17 from Acct. #014211-511103 Wages - Fulltime to Acct. #014211-511124 Asst. DPW Director, to eliminate the deficit in the account. Mr. Kazanovicz advised that the deficit in this account was created on the retirement of the former Asst. DPW Director and Sewer Superintendent Jeff Mitchell and his salary payout and for the salary of the new Asst. Director and Sewer Superintendent Joanna Paquin. The Finance Committee voted to approve the transfer (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

The Finance Committee then turned to the consideration of recommendations for the annual town meeting warrant articles.

Mr. Kennedy asked the Chief Financial Officer (CFO) if any changes had been made to the warrant due to COVID-19. Mr. Kazanovicz replied that due to uncertainty with the state budget, the administration is moving forward with the budget as recommended by the Finance Committee. He said that he doesn't expect to hear anything from the governor until early July and then we might need to make adjustments quickly. Mr. Kazanovicz stated that everything is on the table and that departments have been told to prepare and present a budget to the town administration that reflects a 2.75% cut from the Finance Committee's recommendation as a starting point.

Article 2. Fixes the Salary of Elected Officials for FY2021. The Finance Committee voted to recommend approval (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 3. Raises and Appropriates FY2021 Budget. The Finance Committee voted to recommend approval (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 4. Capital Improvement Budget for FY2021.

The Finance Committee voted to recommend approval (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Articles 5 through 11 - standard operations articles. The Finance Committee voted to take Articles 5 through 11 together (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

The Finance Committee voted to recommend approval of Articles 5 through 11 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 12. Appropriates \$500,000.00 to the Other Post-Employment Benefits Liability Trust Fund (OPEB). Given the current situation with COVID-19, CFO Kazanovicz discussed the possibility to hold this article until more information is provided by the State and the Town Administration may defer the appropriation for one year.

The Finance Committee voted to take no action at this time on Article 12 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

School Superintendent Maryellen Brunelle was participating remotely and gave an overview of Articles 13 through 18.

Article 13. Appropriates \$150,000.00 from Medicaid Receipts within General Fund Revenues to the Auburn School Department operating budget for FY2021. The Finance Committee voted to recommend approval of Article 13 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 14. Appropriates the interest earned (\$7,117.80) by the Auburn High School Gymnasium Health and Recreational Trust Fund to offset School Dept. costs at Auburn High School in support of community health and activities at Auburn High School gymnasium and related facilities and equipment. The Finance Committee voted to recommend approval of Article 14 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 15. Appropriates \$3,000.00 from McKinney-Vento Receipts within the General Fund Revenues to the Auburn School Department Operating Budget for FY2021 to fund Transportation for students to and from school who have become homeless during the fiscal year. The Finance Committee voted to recommend approval of Article 15 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Coleman, Yes; Mr. Marshall, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 16. Authorizes the School Superintendent with the approval of the Board of Selectmen to enter into Memorandum(s) of Understanding with the Dept. of Children and Families, the Executive Office of Health and Human Services and the Dept. of Elementary and Secondary Education to obtain Federal Title IV-E reimbursement(s) as

a result of the appropriation of said reimbursement(s) per Mass. General Law Chapter 44, Section 70.

Dr. Brunelle explained that this new article is for an opportunity to get reimbursement of money that the District pays for transportation costs of children in foster care to their school of origin. She said that they hope to get compensated for at least a portion of those costs and it may be only 20% of the funds they outlay. Dr. Brunelle added that it still has to be funded at the state level for the District to get any repayment.

The Finance Committee voted to recommend approval of Article 16 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 17. Re-purposes CIP funds by amending Article 3, of the May 2015 Annual Town Meeting, Central Administration Building Rehab and authorize the amount of \$45,000.00 originally intended to be used for window replacement at the Central Administration Building to now be used towards the procurement of a new District truck for the School Dept.

The Chair Anne Cavanaugh asked if all the windows have been replaced.

Dr. Brunelle replied that the appropriation was originally intended for a small portion of the windows. She said that the School Department has made a decision to hold off on work to the Central Administration building except for emergency repairs until a decision is made on the public safety complex. Therefore the School Committee is seeking town meeting approval to repurpose CIP funds toward the new district truck.

The Finance Committee voted to recommend approval of Article 17 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 18. Re-purposes CIP funds by amending Article 17, of the May 2017 Annual Town Meeting, Central Administration Building Rehab and authorize the amount of \$3,862.00 originally intended to be used for window replacement at the Central Administration Building to now be used towards the procurement of a new District truck for the School Dept.

The Finance Committee voted to recommend approval of Article 18 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 19. Accepts the provisions of Mass. General Laws Chapter 59 Section 5 Clause Fifth C to allow for an exemption of the real and personal estate belonging to, or held in trust for the benefit of incorporated organizations of veterans of any war in which

the United States has been engaged to the extent of \$1,500,000.00, if used and occupied by such association, and if the net income from the property is used for charitable purposes.

CFO Ed Kazanovicz advised that acceptance of the MGL by the town meeting would exempt a portion of the current taxation assessed to the American Legion as a not-for-profit agency. Mr. Kazanovicz stated that he and the Assessors have no objections to the article. He said that right now the American Legion Chester P. Tuttle Post 279 is the only organization in the town that would qualify for the exemption.

The Finance Committee voted to recommend approval of Article 19 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 20. Appropriates \$1,600.00 from general fund revenues for the purchase of Narcan. Police Chief Andrew Sluckis explained that the article was needed to equip the other half of the Police Department's police cruisers with Narcan. The Finance Committee voted to recommend approval of Article 20 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 21. Appropriates \$25,000.00 from general fund revenues for the care and maintenance of the Julia Bancroft School building. "Mary D. Stone School building" was removed from the article as the Mary D. Stone property may transfer in June pending passage of Articles 24, 25 and 26.

The Finance Committee voted to recommend approval of Article 21 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 22. Accepts Mass. General Laws, Chapter 41 Section 19H, which reads: "Notwithstanding the limitation contained in section Nineteen G, in a city or town which accepts this section, the total amount of additional compensation payable to its clerk who also serves as a member of its board of registrars of voters shall not exceed two thousand dollars.

The Town Clerk, the sponsor of the article, was participating in the meeting remotely and explained the article.

The Finance Committee voted to recommend approval of Article 22 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 23. Amends Section 2.04 of the Auburn General By-laws entitled 'Presiding Officer' by adding a new subsection (2) which reads:

2.04: Presiding Officer  
(2) On matters requiring a two-thirds vote by statute a count need not be taken unless the vote so declared is immediately questioned by seven or more voters.

The Finance Committee voted to defer to the petitioner on Article 23 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Ed Kazanovicz discussed the following three articles (24, 25, and 26) related to the Mary D. Stone Elementary School Project by the Pennrose Properties developer. He explained the easements requested in each article that would be needed to make the project work.

The Finance Committee voted to take Articles 24, 25 and 26 together (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 24. Accepts a permanent, non-exclusive access easement for vehicular and pedestrian traffic to pass and re-pass over and upon that portion of land consisting of 4,213 square feet more or less and labeled 'Proposed Access Easement' (the "Access Easement Area") shown on a Draft Plan, entitled "Easement Plan" dated March 11, 2020 and prepared for Pennrose Properties, LLC by Nitsch Engineering.

Article 25. Grants a permanent, non-exclusive, parking and utility easement to Pennrose Properties, LLC, or its designees, for parking use and to permit the installation of, connection to, and discharge of stormwater into, a groundwater recharge system within that portion of land consisting of 3,752 sq. ft. more or less and labeled 'Proposed Parking and Utility Easement' (the "Easement Area") on a Draft Plan entitled "Easement Plan" dated March 11, 2020 and prepared for Pennrose Properties, LLC by Nitsch Engineering.

Article 26. Grants a permanent, non-exclusive, landscaping and maintenance easement to Pennrose Properties, LLC, or its designee, consisting of 2,300 sq. ft. more or less, and labeled 'Proposed Landscaping and Maintenance Easement' (the "Easement Area") on a Draft Plan entitled "Easement Plan" dated March 11, 2020 and prepared for Pennrose Properties, LLC by Nitsch Engineering.

The Finance Committee voted to recommend approval of Articles 24, 25 and 26 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy,



Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

DPW Director Bill Coyle was participating in the meeting remotely and explained Articles 27 through 30.

Article 27. Appropriates \$25,000.00 from sewer retained earnings to replace the sewer channel grinder at the Pinrock pump station. The Finance Committee voted to recommend approval of Article 27 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 28. Amends Article 16 of the 2004 Fall Town Meeting as follows: Delete the balance of funds of \$16,858.45 to install biofilter air filtration system at the Pinrock pump station and add \$16,858.45 to replace the sewer channel grinder at the pump station. The Finance Committee voted to recommend approval of Article 28 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 30. Appropriates \$3,000.00 from the Expendable Trust/Cemetery Perpetual Care Account to replace hazardous trees that were removed. The Finance Committee voted to recommend approval of Article 30 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Article 29. Authorizes the borrowing of \$300,000.00 to replace the sewer main located under the Bancroft Street Bridge over the Massachusetts Turnpike.

Mr. Kennedy asked about the specifics of the borrowing. Chief Financial Officer Ed Kazanovicz said that this would be a long-term borrowing. Initially the Town may go out for a BAN of about one or two years, depending on what we decide to do with other capital requests. Ultimately, it will have to be bonded for a period not to exceed 10 years.

The Finance Committee voted to recommend approval of Article 29 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

The Finance Committee voted to authorize the CFO to verbally approve transfers up to \$250.00 to close out FY2020 (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Mr. Kazanovicz discussed the potential for a town meeting early in the summer to address any needed reductions. Mr. Kennedy asked him to keep the Finance Committee updated between meetings on the fiscal situation.

The meeting was adjourned at 8:17 P.M. (Motion made by Mr. Kennedy; motion seconded by Mr. Coleman) roll call vote: Mr. Kennedy, Yes; Mr. Sansoucy, Yes; Ms. O'Brien, Yes; Mr. Marshall, Yes; Mr. Coleman, Yes; and Ms. Cavanaugh, Yes - passed 6 to 0.

Submitted: Sharon A. Kwiatkowski  
Adm. Assistant to Town Manager

The following documents were part of the Finance Committee's Meeting of May 13, 2020 and are retained in the Executive Office of the Town Manager:

- May 13, 2020 Agenda
- Transfer Request Forms - Finance Department Assessing Division, Police Department, Department of Public Services, - Senior Center/Elder Affairs, Executive Office of Town Manager, Pensions and Benefits, General Services, Law Department and Department of Public Works - Highway Division
- 5/13/2020 MUNIS Year-to-Date Budget Report
- June 2, 2020 Annual Town Meeting Warrant