

## **Finance Committee**

Meeting Minutes  
June 3, 2020  
7:00 PM  
Virtual Meeting

**Present:** Christi Andersen, Roland Bourdon, Jason Cole, Mike Majors, Alan Nolde, Sahana Purohit, Dave Wellinghoff

**Absent:** Al Vlajinac (Associate)

### **1. Opening**

Chair Roland Bourdon called the meeting to order at 7:00 pm. The Finance Committee Members and audience attended the meeting remotely through Zoom.us virtual meeting platform. The meeting was recorded through Zoom and also by ActonTV.

### **2. Public Participation**

Terra from west Acton – Cutting Human Resources at this time is a bad idea.  
Second - Consider adding non-profits to the business relief plan and third – Urge the Selectmen to put the eminent domain vote after the operating budget

### **3. FY2021 Budget and Warrant Articles**

John M. – Provided an update on FY20 reporting there were no significant deterioration in tax collections. On the expense side we are planning on a 2-4% turn back of about \$1m dollars. Hiring freeze remains in place. Non-essential spending freeze. Some savings in utility cost reduction due to building closures. Preliminary COVID expenses estimated at \$425K. Seeking FEMA assistance of approximately \$100K. CARES Act funding of almost \$2.1 m dollars. Seeking \$100K in grant relief for non-FEMA covered expenses. Also looking to provide small business relief grants in a total amount of \$150K. FY21 Budget update – Decreased revenue assumptions. A 26% proposed reduction in the use of Free Cash. Put contingencies in place if we experience revenue shortfalls. Reduced Sustainability policy implementation by \$15K, reduced complete streets by \$150K and reduced borrowing costs for Kelley's Corner and paving by \$50k for total reduction of \$215k. The total municipal spending is now 2.34% vs. the original spending package of 2.94%. Reduction on the revenue side included the following: \$22k cut in State Aid, reduced local receipts by \$154,449, New Growth lowered by \$50k. We increased the Overlay account by \$50K. Capital projects reduced in total by \$215k. North Acton Fire Station debt service was reduced by \$394k due to bonding strategy change from long term to short term. Contingency Plan – Considers 5%, 10% and 15% reduction in revenues. The plan considers a hiring freeze, reorganization of resources, subsidy reductions and a spending freeze including delaying capital projects. Also consider further service reduction if necessary. Next steps – continue to monitor receipts and cash flow. Seek alternative revenue sources. Work with MMA and federal delegation to advocate for local aid. Identify potential cost savings and efficiency measures. Although the FinCom acknowledged the levers/tiers that were put in place if estimated revenues did not hit our target, they believe the details of

implementation were lacking still. It was also noted that John M. has done a great job on getting grant monies for the town.

**Article 2.** Motion – Adam N. Motion to recommend the Town operating budget in the amount of \$35,615,202 seconded Sahana P. Roll Call: Christi Andersen - Nay, Roland Bourdon - Aye, Jason Cole - Nay, Mike Majors - Aye, Sahana Purohit - Aye, Dave Wellinghoff – Aye. Adam Nolde –Aye Motion passes.

**Article 10.** Real Property Disposition – 3 School St. - Jason C. Motion to not recommend Article 10 (formely 9). Seconded by Christi A. A discussion pursued regarding the money we might receive from the sale of the property would be sufficient and whether it was appropriate the Selectmen to do this carte-blanche. Also discussed is what the intended new use might be as this may have a financial impact on the town.

Roll Call: Christi Andersen - Nay, Roland Bourdon - Nay, Jason Cole - Aye, Mike Majors - Nay, Sahana Purohit - Nay, Dave Wellinghoff –Nay. Adam Nolde –Nay. Motion Fails.

Christi A. Motion to recommend Article 10. Seconded Sahana P. Roll Call: Christi Andersen - Aye, Roland Bourdon - Aye, Jason Cole - Nay, Mike Majors - Aye, Sahana Purohit - Aye, Dave Wellinghoff –Aye. Adam Nolde –Aye. Motion Passes.

At 8:36 Jason Cole temporarily had to leave the meeting.

**Article 11.** Amend Zoning Map – 32 Wetherbee Street - Currently the parcel has an industrial building on the property and a residential home. Current owner John Durkin has no current plans for the use of the property but to use it for commercial use. What does the Zoning change provide? Owner wants flexibility to develop it. The need for the zoning change is too vague.

Adam N. Motion - not to recommend Article 11. Seconded by Dave Wellighoff Roll Call: Christi Andersen - Nay, Roland Bourdon - Nay, Mike Majors - Nay, Sahana Purohit - Nay, Dave Wellinghoff –Aye. Adam Nolde –Aye. Motion Fails.

Mike M. - Motion to make no recommendation. Seconded by Sahan P. Roll Coll: Christi Andersen - Aye, Roland Bourdon - Aye, Mike Majors - Aye, Sahana Purohit - Aye, Dave Wellinghoff –Nay. Adam Nolde –Aye. Motion Passes.

**Article 3.** Kelley's Corner Infrastructure Improvement Project – Right of Way Acquisitions – Re-voted as requested dollar amount changed.

Christi A. Motion to recommend Article 3. Seconded by Sahana P. Roll Call: Christi Andersen - Aye, Roland Bourdon - Aye, Mike Majors - Aye, Sahana Purohit - Aye, Dave Wellinghoff –Nay. Adam Nolde –Abstain. Motion Passes.

**Article 5.** Town Capital, Infrastructure, Studies and Improvements

Christi A. Motion to recommend Article 5. Seconded by Sahana P. Roll Call: Christi Andersen - Aye, Roland Bourdon - Aye, Mike Majors - Aye, Sahana Purohit - Aye, Dave Wellinghoff -Nay. Adam Nolde -Abstain. Motion Passes.

**4. Finance Department Update**

Steve B. – provide an update on the June 2, 2020 election

**5. Town Manager and Board of Selectmen COVID-19 Pandemic Updates**

No updates provided

**6. Pandemic Outlook**

Covered above

**7. Finance Committee Business**

Nothing additional to report

Next meeting scheduled for June 28, 2020 at 7:00pm.

At 8:58 Jason Cole returned

**8. Adjournment**

At 8:58pm, a motion was made by Member Dave Wellinghoff and seconded by Adam Nolde Roll Call: Christi Andersen - Aye, Roland Bourdon - Aye, Jason Cole - Aye, Mike Majors - Aye, Sahana Purohit - Aye, Dave Wellinghoff - Aye. Adam Nolde -Aye

The meeting was adjourned by majority vote.

**Documents and Exhibits Used During this Meeting**

FY20 & FY21 Municipal Budget Presentation prepared by John M.

Respectfully submitted,

Finance Committee