



Town Of Webster

Massachusetts

Est. 1832

Finance Committee

350 Main Street
Webster, MA 01570

Sarah Sansom, Chairman

Laura Backus, Vice-Chairman

Mat Fitton, Secretary

Joseph Ralph

Courtney Friedland, Recording Secretary

Michael Finamore

Jennifer Findlay

Scott Dziedzic

Joshua Sterczala

FINANCE COMMITTEE

MEETING MINUTES

Thursday, November 4, 2021

Webster Town Hall, 350 Main Street, Webster, MA
via conference call in accordance with Governor Baker's
emergency "Order Suspending Certain Provisions of the
Open Meeting Law, G.L. c. 30A, §20
6:00 p.m.

The Finance Committee meeting was called to order by Chairman Mat Fitton at 6:01 p.m. via Zoom Conference Call.

Present: Sarah Sansom (via conference call), Joseph Ralph (via conference call), Jennifer Findley (via conference call), Scott Dziedzic (via conference call), Matt Fitton (via conference call), Town Accountant Timothy Bell (via conference call), Interim Town Administrator Greg Balukonis (via conference call), and Finance Committee Secretary Courtney Friedland (via conference call).

Governor Baker issued an Executive Order modifying certain requirements of the Open Meeting Law, to enable public bodies to carry out their responsibilities while adhering to public health recommendations regarding social distancing. The Executive Order relieves public bodies from the requirement in the Open Meeting Law that meetings be conducted in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body through adequate, alternative means.

Motion by Sarah Sansom, seconded by Jennifer Findlay pass over the Pledge of Allegiance because no flag was present. Vote: Jennifer Findlay – yes, Joseph Ralph – yes, Scott Dziedzic – yes, Sarah Sansom – yes, and Matt Fitton – yes.

Meeting Minutes

Motion by Sarah Sansom, seconded by Scott Dziedzic, to approve the meeting minutes of October 8, 2021. Vote: Jennifer Findlay – yes, Joseph Ralph – yes, Scott Dziedzic – yes, Sarah Sansom – yes, and Matt Fitton – yes.

Town Administrator's Report

Mr. Balukonis went through the Fiscal Year 2023 Calendar. He stated it was be a busy next couple of months.

ANNOUNCEMENTS:

1. **Coronavirus & Public Health**
 - i. A decision has been made to drop contracted services for COVID tracking and reporting. The Town now has trained staff that can assume this responsibility without incurring an additional cost to the community.
 - ii. Webster's positivity rate is 2.66% which is improved over the prior 2 weeks where the positivity rate was 3.87%. This compares with the State-wide average of 1.7%. The incidence rate per 1,000 has also dropped to 18.7. The Statewide incidence rate is 16.5. Although both numbers are higher than the State-wide averages they represent an improvement over the past 2 weeks.
2. **Human Resources- Employee Comings/Goings/Transfers/Other**
 - i. No Staff Changes to Report.
3. **Financial Issues**
 - i. The FY 2021 books are closed and the next steps are submission of the balance sheet necessary for certification of free cash and water/sewer retained earnings. The Board of Selectmen have scheduled the FY22 tax classification hearing for their December 6th meeting. The Recap Sheet will be submitted as it is necessary for the new tax rate to be approved.
 - ii. The FY 2023 Budget and Town Meeting Calendar that identifies key deadlines involving the operating and capital budgets, and the annual town meeting. The documents were presented to the Finance Committee at their most recent meeting with one change related to the date the Town Administrator publicly presents/recommends the budget.
4. **Economic Development**
 - i. Work is ongoing on the MVP grant that address climate preparedness and resilience building with the first meeting of the Core group this past week along with State officials and the grant consultant. The natural hazard risk index for Webster was reviewed and updated. The next steps involve community outreach.
5. **Infrastructure & Projects**
 - i. The Water and Sewer Commission is holding a public hearing on the PFAS situation Wednesday evening at 7:00 pm. The meeting will be

broadcast on CATV for those residents unable to attend the hearing in-person.

- ii. The Safety Committee recommends the Board approve a no parking on one side of the street located on Poland Street, from the intersection of New Street, approximately 100' to the Stop sign on Poland Street.

6. Other

- i. The Town is actively seeking members to serve on the Cable Advisory Committee, which currently is down to 3 members. The CATV franchise license with Charter expires in October 2023, and it's important the ascertainment process commence between the parties.
- ii. The Calendar of events for Veterans Day Parade which is being held this coming Thursday is attached. The Parade will follow ceremonies in both Webster and Dudley and end with a presentation at the Webster Veterans Court of Honor.

Town Accountant Report:

The Town Accountant is closing the book. He will submit the balance sheet, FY21 Schedule A, December Tax Re-Cap Sheet, and determine the free cash calculation.

OLD BUSINESS

Audit Committee

There is currently nothing to report.

School Building Committee

The School Department and the Town Accountant are currently working on calendar dates to hold a Special Town Meeting and ballot vote.

Capital Planning

PFAS was discovered in the local water supply. The cost will be substantial. There isn't a adequate emergency back-up currently in place.

Town Administrator Search Committee

The Committee has been meeting. Met with the Consultant. Candidates will be ranked and the Committee will review the ranking. They are hoping to have recommendation by the end of December.

Next Finance Committee Meeting

The Finance Committee will meet on December 16, 2021, at 6:00 p.m. If you want something on the agenda please email the Chairman prior to posting the agenda.

Adjournment

Motion by Sarah Sansom, seconded by Jennifer Findlay to adjourn the meeting at 6:38 p.m.

Vote: Jennifer Findlay – yes, Joseph Ralph – yes, Scott Dziezic – yes, Sarah Sansom – yes, Matt Fitton.

Respectfully submitted,
Courtney Friedland