



# The TOWN OF NORWOOD

Commonwealth of Massachusetts

## FINANCE COMMISSION

ROBERT G. DONNELLY  
CHAIR

ANNE MARIE HALEY  
VICE-CHAIR

JUDITH A. LANGONE

KELLIE NOUMI

ALAN D. SLATER

### *FINANCE COMMISSION MEETING*

**Wednesday, October 14, 2020 at 7:30 pm**

This meeting will be conducted digitally using GoToMeeting. Directions explaining how to join the meeting can be found at the end of this agenda.

#### A G E N D A

- Acceptance of minutes from September 21, 2020
- Capital Outlay Update
- School Department FY21 Update
- Special Town Meeting Articles
- STM Article for Paused Spending
- Financial Strategy for FY21
- Long Term Financial Forecast Discussion

#### FISCAL 2021 RESERVE FUND ACTIVITY

|                                |                  |
|--------------------------------|------------------|
| Reserve Fund ATM Appropriation | \$150,000        |
| Remaining Balance              | <u>\$150,000</u> |

*The Commission reserves the right to consider items on the agenda out of order. This listing of matters contains those items reasonably anticipated by the Chairman which may be discussed at the meeting at least 48 hours prior to the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

Here is additional information about how to attend the meeting using GoToMeeting:

FINCOM Meeting (Will be recorded)  
Wed, Oct 14, 2020 7:30 PM - 9:30 PM (EDT)

**Please join my meeting from your computer, tablet or smartphone.**  
<https://global.gotomeeting.com/join/207172813>

**You can also dial in using your phone.**  
United States: +1 (872) 240-3212

**Access Code:** 207-172-813

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TOWN OF NORWOOD  
FINCOM

**FINANCE COMMISSION MEETING**  
**Monday, September 21, 2020**  
**MINUTES OF MEETING- DRAFT**

A meeting of the Finance Commission was held at 5:00 pm, Monday, September 21, 2020 digitally using GoToMeeting.

Attending the meeting were Anne Haley, Chair, Robert Donnelly, Vice Chair, members Judith Langone, Kellie Noumi and Alan Slater, supported by Thomas McQuaid, Director of Finance & Accounting and Molly Ahearn, Assistant Town Accountant. Also attending this meeting were William Plasko, Selectman, Dave Thomson, School Superintendent, Karin Sheridan, School Business Officer, Myev Bodenhofer, School Committee Member, Teresa Stewart, School Committee Chair and Paul Riccardi, Facilities Director.

On a motion from Mr. Slater, seconded by Mrs. Langone, the minutes from the August 19, 2020 Finance Commission meeting were *approved unanimously* through a roll-call vote.

In an update on the new Town-wide Facilities Department, Mr. Riccardi presented several HVAC projects that were completed over the summer at Town Hall and the Public Safety Building. Facilities Department staff met with all Town departments and introduced the software system to file work orders. The Facilities Department has been working on preparing to reopen the schools and started two new LED projects at the Library and Public Safety Building. The Commission asked about long-term planning and Mr. Riccardi explained that capital and strategic planning will start next after the department has caught-up on outstanding items.

Ms. Sheridan presented an update on the School Department's FY21 budget, identifying which expenditures have been put on hold due to the questionable circumstances with funding due to Covid-19 and the additional costs for implementing hybrid/remote learning models. In an update of the School Department's FY21 grants, Ms. Sheridan reported that all Title grants have been approved.

The Commission discussed the upcoming Fall Special Town Meeting which is scheduled for November 12, 2020. Mr. McQuaid explained that the FY21 budget will remain as is and any shortfalls will be covered by free cash. In regards to free cash certification, Mr. McQuaid explained that the auditors submit the Town's application for free cash certification to the state.

The Capital Outlay Committee is scheduled to meet on October 1, 2021 during which time funding sources for capital projects proposed at the Fall Special Town Meeting will be discussed.

At this point in the meeting, the annual reorganization of the Finance Commission took place. On a motion by Mr. Slater, seconded by Mrs. Langone it was ***approved unanimously*** through a roll-call vote to elect Robert Donnelly as Chair of the Finance Commission. On a motion by Mrs. Langone, seconded by Mr. Slater it was ***approved unanimously*** through a roll-call vote to elect Anne Haley as Vice Chair of the Finance Commission. The Commission thanked Mrs. Haley for her leadership over this past year, for keeping the members informed and on target.

There is no update on State Aid at this time.

The Commission discussed key areas of focus, specifically which members will sit on various committees. Mr. Donnelly will continue to sit on the Budget Balancing Committee along with Ms. Noumi. Mr. Donnelly will remain the Finance Commission's liaison to the Capital Outlay Committee until after the Fall Special Town Meeting, at which time Mrs. Langone will become liaison. Mr. Slater will continue to serve as liaison to the Middle School Building Committee and Cultural Council.

In other business, Mr. Donnelly asked the Commission about inviting Tony Mazzucco, General Manager and James Collins, Norwood Light & Broadband Superintendent to an upcoming Finance Commission meeting to give a presentation on the Light Department's Financial Structure to which the Commission agreed would be informative.

There being no other business, on a motion by Mr. Slater, seconded by Mrs. Langone, the Commission ***voted unanimously*** through a roll-call vote to adjourn at 6:47 pm.

A True Copy

Attest: \_\_\_\_\_  
Thomas J. McQuaid, Clerk