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TOWN OF NORTON  
FINANCE COMMITTEE

April 21, 2021  
7:00 P.M.  
MINUTES

**I. Call to Order**

The April 21, 2021 meeting of the Finance Committee was held via Remote Participation Meeting and was called to order at 7:00 P.M. by Mr. Stephen Evans, Chairman of the Finance Committee.

Finance Committee Members Present: Ms. Aimee Sawyer, Ms. Paula Daniels, Mr. Michael Fiore, Mr. William Rotondi, Mr. Aaron Smith, Mr. Kevin Snyder, Mr. Zachary Tsilis, Ms. Bonnie Yezukevich.

Absent: Mr. Peter Carignan

Mr. Evans stated that there is not a quorum called to order the Special Meeting with the Select Board at 7:00 PM.

Roll Call: Ms. Megan Artz, Mr. Toole

Absent: Mr. Jack Conway, Mr. John Conway, Ms. Rene Deley, Ms. Christine Deveau.

**New Business**

Mr. Evans stated that Chief Simmons invited the finance committee to see their operation at a live fire on April 30 from 9-1.

**Review, Discuss, and/or Vote Town Meeting and /or Operating Budget Requests, to include but not be limited to:**

**A. Special Town Meeting Article 1- To support the new complexes and school field project**

Mr. Evans asked who will be in charge of the changes and overseeing the projects. Mr. Yunits stated that the Building Committee will be in charge; there is a Project Manager and representative from every group. Ms. O'Brien stated that the project manager will be a hired professional. The Committee will oversee the entire process closely. Mr. Evans asked how the progress will be communicated to the town. Ms. O'Brien stated that all the meetings are open to the public. There will also be postings on Facebook pages. Ms. Daniels asked if there was temporary office space budgeted in the total cost. Ms. O'Brien stated in the negative. The plan is to keep the existing building up until the new one is complete and then offices will move. The cost to remove the old building is included in the project. Mr. Tsilis asked if the budget will remain intact with the cost of building supplies increasing. Ms. O'Brien stated that this is the cost advertised and there is a 3% contingency and 5% escalation for each project built-in.

Ms. Sawyer asked about the numbers received from Mr. Yunits regarding what it would cost to renovate the existing Town Hall. She found it interesting that it would cost almost half the cost of a

new building to rejuvenate the old building. She thinks this information should be shared with the public. Mr. Yunits also stated that the Building Commissioner was also concerned that the building could not withstand the renovations. He felt the building would fall down during the repairs. Mr. Tsilis asked for an update on the land purchase. One Purchase & Sale is signed the other is being worked. The town gave the Select Board permission to purchase the land at a previous town meeting. Mr. Evans entertained a motion to approve. Ms. Sawyer recommended approving Article 1 of the Special Town Warrant as written. Mr. Smith Seconded. Vote – Unanimous

Select Board has recommended this Article at their previous meeting.

**B. Special Town Meeting Article 2- Placeholder for land purchase if needed.**

Mr. Yunits stated that this is no longer needed and he recommends a Take no Action Vote.

Mr. Evans entertained a motion. Ms. Sawyer motioned to take no action on Article 2 from Special Town Warrant. Mr. Smith seconded. Vote – Unanimous

**C. Special Town Meeting Article 3 – Funds for \$1,500 to supplement the cost of the feasibility fund.**

Mr. Yunits asked if the small amount being requested should just be a transfer of funds. Mr. Evans asked the committee and they all agreed to transfer funds. No need for a vote on this article.

**D. Special Town Meeting Article 5 – Reserved: Rail Trail Easement Acquisition, Including but not Limited to Appraiser(s)**

Mr. Yunits stated that he recommends a vote for no action on this article. The committee has submitted their plans to the State and is waiting for their 75% design. The appraisals cannot begin until the design is complete. The committee wants to wait to recommend this article until that time.

**E. Special Town Meeting Article 8 – Prior Year Bills**

Mr. Yunits stated that since we do not have any prior year bills, he recommends a no action vote.

Mr. Evans entertained a motion. Ms. Sawyer motioned to take No Action on Article 8 of the Special Town Meeting. Mr. Smith seconded. Vote – Unanimous

**F. Special Town Meeting Article 9– Separation Expenses**

Mr. Yunits stated that this Article requests \$275,975 from Free Cash for retirements of separation from various departments. He shared a document with the details. Mr. Smith asked if these items expenses are contractual. Mr. Yunits stated in the affirmative. There was a general discussion regarding these costs and the contractual items.

Mr. Evans entertained a motion on this article. Ms. Sawyer recommended approving Article 9 of the Special Town Warrant for a total of \$275,975 as written in the table below. Mr. Smith Seconded. Vote – Unanimous

001-210-510	Police	Contractual Separation Expenses	\$ 77,423.00
001-220-510	Fire	Contractual Separation Expenses	220,611.00
001-420-510	Highway	Contractual Separation Expenses	46,565.00
001-630-510	Recreation	Contractual Separation Expenses	1,425.00

**G. Special Town Meeting Article 10 – Collective Bargaining**

Mr. Yunits stated this is to approve \$27,200.00 for Police Association and The Superior Officers Association collective bargaining and explained what is included in these numbers. Chief Clark explained what Salary Augmentation is and how it saves approximately half of the funds for retirement payback. The Select Board approved this at their previous meeting. Chief Clark has the money to pay



for this in his budget. The Finance Committee needs to approve using the funds from the Police Account. This is for a 3 year contract that began 7/1/2020 to 6/30/2023.

Mr. Evans entertained motion. Ms. Sawyer motioned to recommend Article 10 with funding coming from the FY21 budget. Mr. Smith seconded. Vote – Unanimous

**H. Special Town Meeting Article 11– FY21 Operating Budget Supplements**

Mr. Yunits is recommending \$90,046.00 transfer from Free Cash. After this expense there remains \$96,024.00 in Free Cash.

Mr. Evans entertained motion. Ms. Sawyer motioned to recommend Article 11 with the funds coming from Free Cash as shown below. Mr. Smith seconded. Vote – Unanimous

Account	Department	Use	Amount
001-300-510	School	Salaries	000000.00
001-308-560	Bristol County Agricultural School	Assessment – Tuition	\$ 2,417.00
001-423-570	Snow Removal	Expense	87,629.00
TOTAL			90,046.00

**I. Annual Town Meeting Article 10 – Water and Sewer Department land**

Mr. Yunits recommends no action vote on this.

Mr. Evans entertained a motion. Ms. Sawyer motioned to take No Action on Article 10 from the Annual Town Meeting. Mr. Smith seconded. Vote – Unanimous

**J. Annual town Meeting Article 12 – Authorize the Board of Selectmen to grant and convey all or a portion at Hill Street.**

Mr. Evans explained that Condyne has offered to build a new building for Animal Control and Nine Lives near 0 Commerce Way and then take over the current buildings on Hill Street. Ms. Buroviack from 9 lives wishes to have more say in regards with this Article and where the new buildings will go. They built their own building even though it is on town land. Mr. Yunits stated that they would be included in future discussions.

Mr. Evans stated that he is willing to go with the Select Board's motion.

Mr. Evans entertained motion. Ms. Sawyer motioned to recommend Article 12 as written to allow the Select Board authority to discuss this proposition. Mr. Smith seconded. Vote – Unanimous

**K. Annual Town Meeting Article 19 – OPEB Funding**

Mr. Yunits recommend a vote for No Action on this Article.

Mr. Evans entertained a motion. Ms. Sawyer motioned to take No Action on Article 19 from the Annual Town Meeting. Mr. Smith seconded. Vote – Unanimous

**L. Annual Town Meeting Article 10 – Stabilization Fund**

Mr. Yunits recommend a vote for No Action on this Article.

Mr. Evans entertained a motion. Ms. Sawyer motioned to take No Action on Article 20 from the Annual Town Meeting. Mr. Smith seconded. Vote – Unanimous

**II. Old Business**

Follow up items from this meeting:

1. Mr. Tsilis asked if there is a total showing the number of hours accumulated for vacation and sick time for the town and school. This will show what the future outlook is for the budget.

2. Mr. Yunits will get a spreadsheet showing how much money the town has received after the May Town Meetings over the last few years.

Follow up items from previous meetings answered at this meeting:

Follow up items from previous meetings unanswered:

1. Cost estimate if the Town Hall is condemned and the offices had to move into trailers.
2. The voting schedule for future budget meetings.
3. The financial numbers for all open TIFs.
4. Mr. Carignan asked if Mr. Yunits will provide a breakdown of the IP upgrade and the costs of the laptops.
5. Mr. Tsillis asked what the Total Debt of the town is. Ms. Van Dyne will send that out to the committee.
6. Mr. Tsillis asked for a breakdown of cell phone costs from each department.
7. Mr. Dorney asked if there is a breakdown showing the number of permits per electrical, plumbing, etc. And how much money the town receives through this process.
8. Ms. Sawyer asked if he has a number of houses on the Sewer system. He will get it to the Finance Committee next week.
9. Mr. Rotondi asked for a breakdown between the Town Salary and HR departments in the survey.
10. Mr. Tsillis asked if we can get a simple one page spreadsheet showing where the savings are for this year from last year in the different departments ( lights, Insurance, SEMRECC, etc.).
11. Mr. Toole asked Mr. Morris from Southeastern Regional if he has a number of Norton applicants that applied but were not accepted. Mr. Morris will get that number for the committee and email to Mr. Yunits or Mr. Conway.
12. Mr. Yunits will ask if the Bristol Agricultural School will be getting any Federal Money that can be used toward the assessment.
13. Mr. Conway asked if the dispatchers been able to get their unemployment claims? Mr. Yunits said that all but two have gotten jobs and he will check on the others.
14. Mr. Evans asked what the status is regarding a reimbursement due to asbestos remediation and the window project at the Yelle School. Mr. Yunits will check and get back to the committee.
15. Before the Finance Committee votes Mr. Tsilis would like more information regarding the employment terms. Mr. Yunits will get this to us.
  1. **Open session for topics not reasonably anticipated 48 hours in advance**
  2. **Minutes**
  3. **Adjournment**

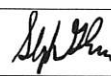
Mr. Evans entertained a motion at 8:17 P.M. to adjourn this meeting. Ms. Sawyer moved to adjourn the meeting. Mr. Smith seconded. Vote – Unanimous

Respectfully submitted by

Patricia Tarantino, Recording Secretary

Minutes approved by Committee on:

Signature:



Stephen Evans, Finance Committee Chair

<b>TITLE</b>	Finance Committee Minutes
<b>FILE NAME</b>	FC Minutes 3.22.21.pdf and 4 others
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## Document History



SENT

**05 / 03 / 2021**

16:44:52 UTC

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VIEWED

**05 / 04 / 2021**

14:27:19 UTC

Viewed by Stephen Evans (sgolfaddict@comcast.net)  
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SIGNED

**05 / 04 / 2021**

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**05 / 04 / 2021**

14:27:56 UTC

The document has been completed.