



TOWN OF NORTON
SELECT BOARD
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NORTON, MA 02766

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Select Board
Meeting Minutes
April 26, 2021

I. Call to Order by Chair

The April 26, 2021 joint meeting of the Norton Select Board and Finance Committee was held remotely (Web: <https://us02web.zoom.us/j/6391519600>; Phone: 646-558-8656; Meeting ID: 639 151 9600, and the Finance Committee meeting was called to order at 7:00 P.M., by Mr. Stephen Evans, Chair of the Finance Committee. Finance Committee member(s) present: Ms. Aimee Sawyer, Mr. Peter Carignan, Ms. Paula Daniels, Mr. Michael Fiore, Mr. William Rotondi, Mr. Aaron Smith, Mr. Kevin Snyder, Mr. Zack Tsilis, and Ms. Bonnie Yezukevich. The Select Board meeting was called to order by Mr. John Conway, Chair of the Select Board, at 7:00 P.M. Members Present: Mr. Michael Toole and Ms. Megan Artz. Ms. Deley joined the meeting just after 7:00 P.M. and Ms. Christine Deveau joined the meeting at 7:10 P.M. Also in attendance: Mr. Michael D. Yunits, Town Manager.

II. New Business

- 7:00 P.M. Public Budget Hearing.

MOTION was made by Ms. Sawyer to suspend their current Finance Committee meeting to move to the public hearing. Seconded by Mr. Smith. Vote: Ms. Sawyer – Yes; Mr. Carignan – Yes; Ms. Daniels – Yes; Mr. Fiore – Yes; Mr. Rotondi – Yes; Mr. Smith – Yes; Mr. Snyder – Yes; Mr. Tsilis – Yes; Ms. Yezukevich – Yes; and Mr. Evans – Yes. MOTION CARRIES.

The public hearing was called to order at 7:02 P.M. by Mr. Evans. Members present: Ms. Aimee Sawyer, Mr. Peter Carignan, Ms. Paula Daniels, Mr. Michael Fiore, Mr. William Rotondi, Mr. Aaron Smith, Mr. Kevin Snyder, Mr. Zack Tsilis, and Ms. Bonnie Yezukevich.

A resident named Kathy Charlton of 24 Burt Street asked in regard to the debt-exclusion that was recently passed how it would affect the overall budget and/or what impacts they can expect to see. Mr. Evans explained that part 1 of the debt-exclusion passed at the Town Election and now the borrowing for the projects has to be voted on at Town Meeting. Mr. Evans explained that with the proposition 2 ½ percent debt-exclusion, the funds needed for all three projects will be directly assessed to all the taxpayers in the Town based on their assessed funds and those will be collected and applied directly those three projects (Town Hall, Senior/Community Center, and Athletic Complex) not the general budget. Mr. Conway stated that the assessment is \$78 per \$100,000 of assessed value for the first 15 years and then drops to \$60 per \$100,000 of assessed value for the remaining 15 years. Mr. Conway advised that for the average home in Town at \$383,000, this equates to an approximately \$290 annual increase on the tax bill (approximately \$30/month). Ms. Charlton in return questioned how the

current real estate market being inflated and when the property values finally level-out/decrease how that would affect things. Mr. Yunits replied that if properties lose value or the property values decrease, then the tax rate would increase, so it will always level out. Ms. Sawyer pointed out that assessed values are not reflective of what you could sell your property for. Mr. Smith added that the Town budget and the amount they raised does not fluctuate with property values. Mr. Conway gave a brief description of proposition 2 ½. Ms. Charlton asked what was going to happen to the School Department's budget with everything going on with COVID-19. Mr. Evans advised that the School Department presented a budget, which they did vote on at a previous meeting, and gave them an increase of just over 2.4%.

Mr. Evans took the time to thank the Town Manager and his staff, all the department heads, and the committees that have put in a lot of effort to get to this point. He also thanked the other members of the Finance Committee for their participation going through all of the budgets and understanding in order to recommend a balanced budget.

Mr. Conway stated that this is his first time participating in a public budget hearing and asked if it was customary to give an informational overview and go through the budget for those who are unaware of the process. Mr. Evans advised that this is not something they have customarily done in the past. Mr. Conway noted several Committee members also acknowledging that this is not something they do and Mr. Smith commented that this would be a very long open session if they did so. Mr. Evans noted that what Mr. Conway was asking for is typically what is done at Town Meeting. Mr. Yunits noted that all of the budgets are posted on the Town website for the public if anyone wants to look at it and if anyone has questions to feel free to call.

MOTION was made by Mr. Carignan to adjourn the public hearing. Seconded by Mr. Smith. Vote: Ms. Sawyer – Yes; Mr. Carignan – Yes; Ms. Daniels – Yes; Mr. Fiore – Yes; Mr. Rotondi – Yes; Mr. Smith – Yes; Mr. Snyder – Yes; Mr. Tsilis – Yes; Ms. Yezukevich – Yes; and Mr. Evans – Yes. MOTION CARRIES.

MOTION was made by Ms. Sawyer to continue the April 26th Finance Committee meeting. Seconded by Mr. Smith. Vote: Ms. Sawyer – Yes; Mr. Carignan – Yes; Ms. Daniels – Yes; Mr. Fiore – Yes; Mr. Rotondi – Yes; Mr. Smith – Yes; Mr. Snyder – Yes; Mr. Tsilis – Yes; Ms. Yezukevich – Yes; and Mr. Evans – Yes. MOTION CARRIES.

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

Mr. Yunits noted that the Finance Committee had Article 6 (FY22 Operating Budget), Article 11 (Vote to Expand the Purpose of Article 13 of the October 2019 Annual Town Meeting to Also Include the So-Called Reed & Barton Lots on Elm Street [Map 17, Lot 32-01, and Map 17, Lot 36]), Article 13 (Funding of Energy Management Services Contract under M.G.L. Chapter 25A, Section 11I, and an Energy Management Services Contractor), and Article 14 (Engineering, Design, and Construction Services to Install Direct Sewer Line Connections for the Henri A. Yelle Elementary School and the Norton High School) left to vote on. He advised that there were representatives of the School Department on the call to speak to Articles 13 and 14 if the Finance Committee would like to address those first.

Mr. Evans asked who would be speaking to Article 13 and Mr. Matthew Wells, the School Business Manager, advised that he would be.

Mr. Wells explained that this is the energy contract that the Town agreed to enter into with TRANE. He stated that the Town is looking at \$12 million worth of projects that are going to be done. Mr. Wells advised that the savings from the projects is anticipated self-funding for the entire bond that is borrowed. He added that the actual energy savings from these projects that are going to be done are going to save about 1/3 of the cost of the bond, the cost-avoidance through the photovoltaics in the parking lot are going to save another third, and the final third will come from State incentives, which will pay for the project in full.

Mr. Evans asked if they had seen a schedule of all of these projects. Mr. Evans also asked who the oversight group/committee will oversee the work being done and the projects being done would consist of. Mr. Wells stated that the TRANE presentation is listed on the School Department's website on the School Business Manager's page. Mr. Wells explained that they will have the final list of projects once they have the borrowing and finalize everything. Mr. Wells advised that the School Committee will be responsible for overseeing the projects for the schools, which will be himself, the Superintendent of Schools, Dr. Joseph Baeta, and the Director of Facilities, Mr. Wade Lizotte. Mr. Evans asked if anyone from the Permanent Building Committee would be included in that group as well or just the School Committee, which Mr. Wells said they would not. Mr. Evans stated that in the article it is asking for the Town to raise and appropriate and in turn asked what the sum is that they are raising and appropriating. Mr. Wells stated that there is \$12 million worth of projects, so there will be a \$12 million bonding. Mr. Evans looked for clarification as to the \$12 million in savings how long of term it would be over and Mr. Wells answered 20 years. Mr. Evans asked what recording mechanism they will have for the Town to be able to see that payback over the next 20 year. Mr. Wells assured Mr. Evans that they will have a cash flow that they will be sure to report to all the board and committees so everyone is aware of it. Mr. Evans asked if this schedule was going to be something provided to residents at Town Meeting or if they need to refer to the School's website. Mr. Wells stated that they were thinking of putting together a handout. Mr. Evans asked who has been involved with the approval of these projects (is it all school representatives or town as well). Mr. Wells replied that because these are school buildings it has been the School Committee as the authority. Mr. Wells informed the Committee and Board that the Town has started its investment grade audit, but he didn't know where that stands.

Mr. Rotondi clarified that TRANE is an energy management service contractor and asked what product they use in their evaluation that says they need something new such as a boiler. He stated that from what he heard, if the Town's current equipment isn't compatible, then it is replaced with whatever TRANE uses or you are essentially out of luck. Mr. Wells stated that since they are working with TRANE, he would assume that with things like the HVAC system that they would use TRANE equipment and having that installed. Mr. Wells noted that he didn't believe TRANE did solar, so that would have to be a third-party provider that they would get the solar panels from. Mr. Rotondi questioned if say TRANE saw that the Town's HVAC was Carrier and they only deal with TRANE equipment and asked if TRANE is essentially going to tell the Town that it is out of luck and it needs to be replaced with TRANE products. Dr. Baeta responded that over the years, they have worked with a number of companies and have multiple companies' parts on systems, which has been a consistent problem for them. Dr. Baeta advised that the idea behind this is to take the initiative of the

state and federal subsidies that are available and are going to grow over the course of time, just because of everything to do with renewable energy, and to take those savings along with the 1/3 if you will and bundle it all. Dr. Baeta mentioned that the only other way to go after these funds is MSBA (Massachusetts School Building Authority), which is another debt-exclusion requirement and another grant process. Dr. Baeta emphasized that himself and Mr. Yunits have to sit down and go over this because it should be the School Committee and the Town Accountant monitoring the funds resulting from these projected savings coming in and going out. Dr. Baeta expressed his opinion that this should become somewhat of an enterprise account; it should be money that is coming in that is paying for itself and if there is extra money it shouldn't go towards the operating budget, but rather it should be used to go directly back to the facility need that is either above and beyond the cost or that is new to the cost because an emergency has come up.

Mr. Tsilis stated that he has three questions: 1) what is the time frame on these projects to be completed; 2) (to the Town Manager), do you think we will have any short-term cash flow issues between the time the Town starts paying these bonds and the time we see savings; and 3) if Mr. Wells or Dr. Baeta could speak to the guarantee of savings referred to in their presentations. Mr. Wells answered that the time frame for completion would initially be the solar because that is a quick and easy install that could be done over the summer time. He added that they would also be focusing on the Yelle Elementary School's heating system because it is in a crisis situation that needs to be repaired before winter. Mr. Wells advised that they wouldn't start the bigger projects like the HVAC until next summer so they could stage all the equipment and try not to disrupt any curriculum or classroom time. Mr. Wells continued that the guaranteed savings will be from the equipment; so, once they get through Town Meeting and get the contracts in place, they will know what the guaranteed savings will be. He advised that they either hit the savings or TRANE writes the Town a check. Mr. Yunits spoke to the cash flow and stated that they will have to look at what projects go first and what the cost of those projects are. He stated that the cash flow payments could be reductions in your energy costs, so they will be monthly. Mr. Yunits explained that they are going to have to look at each of the different projects and how soon they will be seeing the reductions in the energy costs and commented that there could be some lag. Mr. Evans referred to Mr. Yunits' comment about some type of lag and asked if that meant they might have to defer funding at some point or find the funds somewhere. The Town Manager responded that they would have to find the funds somewhere.

Mr. Evans wanted to clarify as far as the guaranteed savings and asked if he was understanding this correctly where if the Town does not meet the saving projections and come to a \$10 million savings instead of at least the \$12 million that TRANE will write a \$2 million check to the Town. Mr. Wells stated that this was incorrect and that the energy savings piece is about a third of the total savings; so, they would guarantee 1/3 on that. Mr. Evans asked that when these things are being ironed out in the contract that someone from the Town side, whether it is the Town Manager or whoever is assigned to be part of that so they can look at those projections. Dr. Baeta pointed out that while the contract specifically states 12 million, it could be \$7 million or \$8 million.

Mr. Evans asked Mr. Yunits what the Town's debt to equity percentage is. Mr. Yunits advised that the Town is nowhere near its cap. Mr. Smith asked if they will have an estimate of what the savings are going to be before this goes to Town Meeting or is the Finance Committee supposed to approve this and then the estimate will come in after that. Mr. Wells replied that

they will have an estimate prior to Town Meeting and that they plan on putting together a one page document that can be handed out easily to everyone at the Town Meeting.

Dr. Baeta added that the numbers have to be looked at by the actual completed project; so, they may not have exact details, but projections. Dr. Baeta stated that he really doesn't think it is going to come in at \$12 million because it is very specific to the needs they have. He emphasized that they, being the School Committee, himself, and Mr. Wells for the School side and the Town Manager and the Select Board for the Town side, have the final say on what projects they choose to do. Dr. Baeta further mentioned that there is no date that these projects have to be done by that the Town is being held to.

Ms. Deveau asked in reference to the \$12 million worth of projects that were found from the audit how many actual projects there are. Mr. Wells answered that they are doing HVAC in all buildings, photovoltaic installs at all of their buildings, improvements to some of the coolers in all of the buildings, installing fans, and water improvements. He advised that in general they know they are going to end up doing all of these projects, but they will probably be done in phases. Dr. Baeta brought up the point that there have been discussions on sharing staff and he stated that TRANE is one way to do that.

Mr. Evans brought up a question made in the Zoom chat about tax credits and asked if someone could address this. Mr. Wells replied that the solar tax credits would be applied once the work is completed. He stated that there is a certain quarter within the year and your credit is set for when you complete the project and that is the incentive you carry forward through the 20 years of the collection of the incentive.

Mr. Smith asked if Mr. Wells could say to him that the incentives are going to exceed the expenditures of this project even if he has to say he doesn't know how much they are going to save at this point. Mr. Smith emphasized that this should be about guaranteed savings over the course of 20 years. Mr. Wells assured him that it is anticipated to support itself 100% over the 20-year life of the bond. Mr. Smith asked for clarification in regard to if the savings will cover the bond. Mr. Wells stated that the guarantee that TRANE issues is on the energy savings from the energy project. Mr. Wells stated that they could save slightly more than what the bond is going to cost them or they could save slightly less than what the bond is going to cost them. Mr. Smith asked if there is a guarantee between the combination of the energy savings from the photovoltaic energy creation and the third portion if that all in sum will cover the bond, which Mr. Wells answered no.

Mr. Yunits informed the Committee and the Board that the Town is \$103,000,000 under its borrowing capacity; so, it is 5% of the total valuations in Town, which is just about \$2.2 billion.

MOTION was made by Ms. Deley to support Article 13 with the stipulation that the final wording will have the dollar amount to be included. Seconded by Ms. Deveau. Vote: Ms. Deveau – Yes; Ms. Artz – Yes; Mr. Toole – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.

MOTION was made by Ms. Sawyer to recommend Article 13 to raise and appropriate or borrow an amount not to exceed \$12 million. Seconded by Mr. Smith. Vote: Ms. Sawyer – Yes; Mr. Carignan – Yes; Ms. Daniels – Yes; Mr. Rotondi – Yes; Mr. Smith – Yes; Mr.

Snyder – Yes; Mr. Tsilis – Yes; Ms. Yezukevich – Yes; Mr. Fiore – Yes; and Mr. Evans – Yes. MOTION CARRIES.

Article 14: Engineering, Design, and Construction Services to Install Direct Sewer Line Connections for the Henri A. Yelle Elementary School and the Norton High School.

Mr. Yunits explained that the School Department is asking the Town to borrow \$517,000 to install direct sewer lines to the Henri A. Yelle and the Norton High School. He advised that this article is only necessary if Article 1 on the Special Town Meeting doesn't pass. Mr. Conway added that this expense is included in the projected estimate for the Athletic Field Complex, which Dr. Baeta confirmed. Mr. Evans questioned if that wording needs to be included in the motion or the article itself. Mr. Yunits replied that he didn't believe it needed to be included in the motion because it just won't be moved if that article passes. Dr. Baeta stated that they want to get out of [septic] pumping and would be one of the largest users in Town once they are connected to the sewer. Mr. Tsilis asked what the spend roughly on pumping. Dr. Baeta said he would get him that figure tomorrow.

MOTION was made by Ms. Sawyer to recommend Article 14 to borrow the amount of \$517,000. Seconded by Mr. Smith. Vote: Ms. Sawyer – Yes; Mr. Carignan – Yes; Ms. Daniels – Yes; Mr. Fiore – Yes; Mr. Rotondi – Yes; Mr. Smith – Yes; Mr. Snyder – Yes; Mr. Tsilis – Yes; Ms. Yezukevich – Yes; and Mr. Evans – Yes. MOTION CARRIES.

Article 11: Vote to Expand the Purpose of Article 13 of the October 2019 Annual Town Meeting to Also Include the So-Called Reed & Barton Lots on Elm Street (Map 17, Lot 32-01, and Map 17, Lot 36).

Mr. Yunits stated that at their last meeting, they had questions as far as the liability as part of this with regard to sinking the monitoring wells. The Town Manager informed the Committee and the Board that he provided the legal opinion from town counsel to them, who advised as follows: "the sinking of monitoring wells does not constitute ownership or operation of a site pursuant to the definition of those terms found in G. L. c. 21(e), Section 2 provided that the installation of the monitoring wells is undertaken in a manner as recommended by the Town's licensed site professional in accordance with the permission granted to the Town for access to the property. In my opinion, such installation should not result in additional liability for the Town."

Ms. Deley responded that the Town only has access to the site for safety and emergency access. Mr. Yunits stated that anything they did there they would run by Attorney Mark Reich first, but it was his opinion that such an installation should not result in additional liability for the Town. Mr. Evans clarified that the purpose of this article is to use the remaining \$63,000 to secure this site, but the original article didn't mention Elm Street, which Mr. Yunits stated was correct and added that if there is any money left after doing so that money would be used for the monitoring wells as necessary. Mr. DiGiuseppe noted that the original Administrative Warrant was signed by the Court August 29, 2019 and does not include an expiration date. Mr. DiGiuseppe noted that within the warrant, it does talk about securing the site, keeping it safe and secure, demolishing any parts of the dilapidated structures, and to remove junk, refuse, and debris as it deems necessary to abate the threat to public health and safety. He noted that it also states that all work shall be done through a qualified contractor, which he noted is the Town's licensed site professional, Civil & Environmental Consulting (CEC).

Ms. Deley noted that it sounds like the Town has to go back to court to get additional permissions and Mr. Conway agreed. Ms. Deley pointed out that there is reference to doing work for immediate safety, but not so much for environmental testing. Mr. DiGiuseppe brought to everyone's attention that the Town has been doing monitoring for the past year. Ms. Deley said that she wants town counsel to confirm that what they were provided back in 2019 includes putting in additional wells for monitoring. Mr. Conway agreed that having that Order explicitly allowing that activity is a way to safeguard against gaining liability. Mr. DiGiuseppe pointed out that town counsel was very much aware of this and he responded that he didn't feel that any monitoring would put the Town in any further jeopardy of being deemed an operator of the site. Ms. Deley reiterated that she wants to make sure the Order says that because she recalled at the time of the original Order that it specifically was about the safety and the structure itself.

Mr. Christian Zahner, the Board of Health Agent, stated that this is to reappropriate the money and added that he didn't think there is anything that the Town would do without talking to Attorney Mark Reich. He stated that if it requires that the original Order be amended then so be it. Mr. Zahner advised that this was a proposal to do this work and see if they are going to be able to do it before they move forward and if they move forward if it will be a problem. Mr. Zahner stated that he agreed with Ms. Deley as far as the current Order stating that the Town could do the well monitoring, but emphasized again that he doesn't think they would move forward without discussing this Attorney Reich and having him amending it if necessary. Mr. DiGiuseppe added that this is something they have done already after they received a grant about a year and they shared this with Attorney Reich at that time too.

Ms. Deley said in respect to the article, the only thing she could see modifying is "expenditures for a Licensed Site Professional and environmental engineering costs, environmental remediation" specifically the word "remediation" because they need to be clear that it isn't remediation, but rather "monitoring." Ms. Deley noted previous conversations on having funds available to provide clean water to those residents who have contaminated wells, which she didn't see on there. Ms. Artz agreed about including something within the article about providing clean water to those with contaminated wells.

MOTION was made by Ms. Deley to approve Article 11 with the addition of language to provide access to clean portable water for residents impacted with contaminated wells and to change the phrase "environmental remediation" to be "environmental monitoring." Seconded by Ms. Deveau. Vote: Ms. Deveau – Yes; Ms. Artz – Yes; Mr. Toole – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.

Mr. Toole temporarily stepped away from the meeting at 8:23 P.M.

Mr. Rotondi expressed a concern with putting in the monitoring wells and the results show an "Armageddon" even though they don't own the property, they now have that information and asked if the Town is obliged to sink money into a property it doesn't own to clean it knowing the information at hand that if they don't clean it everything within a 3 mile radius is going to fall apart. Mr. Yunits replied that if they ever found something that was migrating off-site, the Town would contact the EPA and seek federal assistance to do that cleanup because it isn't something that the Town could take on and the Town wouldn't be legally responsible to do that, but is something they would try to get federal funds to clean this up. Mr. Conway emphasized that this is why the Select Board wants to make sure the Town is

adhering to the Order issued by the Court and that if they need to go back to Court to maintain that separation it is done. Mr. Conway noted that if they don't do the well monitoring and don't know about contaminates that are there it could be a worse situation.

Mr. Tsilis asked the Select Board what their plan is for this property. Mr. Conway advised that the Board of Health Agent, the Director of Planning and Economic Development, and the Building Commissioner have been working on receiving grants for this site. He added that the Select Board that the property can be repositioned into something other than what it is now. Mr. Conway noted that the previous Building Commissioner received a quote to completely demo the whole property and it came to \$1.4 million. He advised that the Town has already spent approximately \$500,000 to take down the buildings along Cross Street leaving just under \$1 million. Mr. DiGiuseppe corrected Mr. Conway advising that the EPA took down some of the buildings as well, so the work left at this point would roughly cost \$500,000. Mr. Conway replied that with the grants they have been applying for this could cover most of the cost and Mr. DiGiuseppe answered that it could cover all of the cost and then some.

Mr. Smith asked to have town counsel to provide information on what liability or issues the Town might run into if in a drilling process they are to alter the site and create a new flow or unearth something that was previously contained, etc. Mr. Yunits advised that he spoke with the Town's engineers about installing the monitoring wells to evaluate any presence of any contaminates and they use screens and they reported that they don't see that there is going to be any issues such as that.

MOTION was made by Ms. Sawyer to recommend Article 11 as amended. Seconded by Mr. Smith. Vote: Ms. Sawyer – No; Mr. Carignan – Yes; Ms. Daniels – Yes; Mr. Fiore – Yes; Mr. Rotondi – Yes; Mr. Smith – Yes; Mr. Snyder – Yes; Mr. Tsilis – Yes; Ms. Yezukevich – No; and Mr. Evans – Yes. MOTION CARRIES.

Mr. Evans looked for confirmation that if town counsel comes back with any issues with this article that the Finance Committee can revote on this article at their meeting on Wednesday, which Mr. Yunits confirmed. Ms. Deley asked to also have this on the Select Board's agenda for Thursday with the same reasoning, which Mr. Yunits confirmed he would do.

Article 6: FY22 Operating Budget.

MOTION was made by Ms. Sawyer to recommend Article 6, the Annual Town Budget, in the amount of \$62,647,534.00. Seconded by Mr. Smith. Vote: Ms. Sawyer – Yes; Mr. Carignan – Yes; Ms. Daniels – Yes; Mr. Fiore – Yes; Mr. Rotondi – Yes; Mr. Smith – Yes; Mr. Snyder – Yes; Mr. Tsilis – Yes; Ms. Yezukevich – Yes; and Mr. Evans – Yes. MOTION CARRIES.

- **Reserve Fund Transfers.**

Mr. Yunits advised that the other night the Permanent Building Committee had requested \$1,500 and the Finance Committee stated that it would be easier to do as a Reserve Fund Transfer rather than an article; so, that is what this is for. The Town Manager continued that this expenditure is extraordinary and/or unforeseen for the following reasons: To meet the cost of services and preparation of informational materials related to the proposed building projects

(i.e. new Town Hall, new Senior/Community Support Center, and new Athletic Complex at the Norton High School and Henri A. Yelle Elementary Schools.

Mr. Evans referred to the schedule provided by Mr. Yunits and stated that it looked like there was \$139,500 in the Reserve Fund, which Mr. Yunits confirmed. He added that it looked like only \$10,500 had been used thus far from the Reserve Fund. Mr. Tsilis asked what this account is for. Mr. Evans answered that it is for special events that may occur throughout the year where the Finance Committee can hear a presentation or receive a Reserve Fund Transfer Request and is usually for extraordinary or unforeseen circumstances that a Town department or committee runs into that they didn't foresee in the budget process. Mr. Tsilis questioned how this was funded and if money is put in every year, which Mr. Evans confirmed.

MOTION was made by Ms. Sawyer to transfer \$1,500 from the Fin. Com. Reserve Account into Account Number 001-123-570-5701, the Permanent Building Committee. Seconded by Mr. Smith. Vote: Ms. Sawyer – Yes; Mr. Carignan – Yes; Ms. Daniels – Yes; Mr. Fiore – Yes; Mr. Rotondi – Yes; Mr. Smith – Yes; Mr. Snyder – Yes; Mr. Tsilis – Yes; Ms. Yezukevich – Yes; and Mr. Evans – Yes. MOTION CARRIES.

Mr. Yunits advised that the other Reserve Transfer Request is for the Board of Assessors in the amount of \$2,500. He stated that this expenditure is a contractual incentive that was not contemplated when the FY21 budget was approved. Mr. Evans asked what the incentive is. Mr. Yunits stated that this is payment to the Assessor to be the Coordinator of all GIS activities in the Town. Mr. Evans asked if this is something that wasn't picked up on when they were going through the budgets or if it as a contract that was approved after the budgets. Mr. Yunits replied that the contract was approved after the budget was developed and she didn't add this into her budget.

MOTION was made by Ms. Sawyer to approve this transfer for the amount of \$2,500 from the Fin. Com. Reserve to Account Number 1-141-510-5160. Seconded by Mr. Smith. Vote: Ms. Sawyer – Yes; Mr. Carignan – Yes; Ms. Daniels – Yes; Mr. Fiore – Yes; Mr. Rotondi – Yes; Mr. Smith – Yes; Mr. Snyder – Yes; Mr. Tsilis – Yes; Ms. Yezukevich – Yes; and Mr. Evans – Yes. MOTION CARRIES.

Mr. Yunits clarified that the Finance Committee planned to meet on Wednesday, April 28th and Mr. Evans stated that was correct because they have some items they have to take care of themselves. Ms. Yezukevich asked if they should post for Monday, May 3rd as well. Mr. Evans stated that he believed they have addressed everything, but they could post an agenda as a placeholder in case something comes up.

III. Adjournment.

MOTION was made by Ms. Sawyer to adjourn at 8:55 P.M. Seconded by Mr. Smith. Vote: Ms. Sawyer – Yes; Mr. Carignan – Yes; Ms. Daniels – Yes; Mr. Fiore – Yes; Mr. Rotondi – Yes; Mr. Smith – Yes; Mr. Snyder – Yes; Mr. Tsilis – Yes; Ms. Yezukevich – Yes; and Mr. Evans – Yes. MOTION CARRIES.

MOTION was made by Ms. Deley to adjourn at 8:56 P.M. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Ms. Artz – Yes; Mr. Toole – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.

URL Link: <https://www.youtube.com/watch?v=9cmmjkArnIw>

Respectfully Submitted by:



Jennifer Reid, Office Administrator

**SELECT BOARD
MINUTES OF MEETING
APRIL 26, 2021**

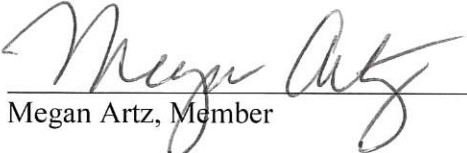
John Conway, Chair

Michael Toole, Vice-Chair



Christine Deveau, Clerk

Renee Deley, Member

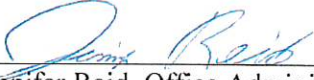


Megan Artz, Member

Minutes Approved by Board on: June 10, 2021

URL Link: <https://www.youtube.com/watch?v=9cmmjkArnlw>

Respectfully Submitted by:




Jennifer Reid, Office Administrator

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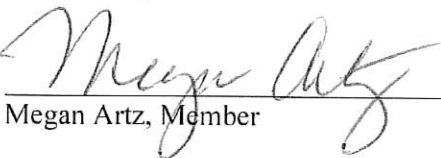
John Conway, Chair

Michael Toole, Vice-Chair



Christine Deveau, Clerk

Renee Deley, Member



Megan Artz, Member

Minutes Approved by Board on: June 10, 2021

TITLE	Minutes
FILE NAME	4.14.21 Minutes.pdf and 6 others
DOCUMENT ID	339f0c3a7c538c4c50b85343884539862ef8810c
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Out For Signature

Document History



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06 / 30 / 2021
13:50:09 UTC

Sent for signature to John Conway (jconway@nortonmaus.com), Michael Toole (mtoole@nortonmaus.com) and Renee Deley (rdeley@nortonmaus.com) from jreid@nortonmaus.com
IP: 173.162.149.1



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