



Town of Canton Finance Committee

Tim McKenna, Chair
Cindy Thomas, Vice Chair
Rob Barker
Dave Clough
Dan Cole
Emilio Mauro
Reuki Schutt
Tom Theodore
Wai Wong

Finance Committee Meeting Notice

Meeting Date: **Wednesday, March 24, 2021**
Meeting Time: **7:00 PM**
Meeting Location: **Virtual Meeting via Zoom**

Finance Committee Agenda – Virtual Meeting (see details below)

This meeting is being recorded by the Town of Canton. Items may be taken out of order.

(Minutes Primary/Alternate: Wai Wong / Dave Cough)

Join Zoom Meeting

<https://us02web.zoom.us/j/85671967640>

Meeting ID: 856 7196 7640

One tap mobile

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Dial by your location

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Meeting ID: 856 7196 7640

Find your local number: <https://us02web.zoom.us/j/85671967640>

Call Meeting to Order

New Business *(times are approximate)*

- 7:00 p.m. Discussion with Josh Cohen and Mike Rota of Canton Little League.
Article 31 – Request of \$600,000 from Free Cash - Appropriation for the Construction of Bathroom, Storage and Snack Shack Facilities at the Kennedy Elementary School Fields.
- 7:20 p.m. Discussion with Mark Porter, Sponsor of Article.
Article 25 – Amend General By-Laws by Adding Sidewalk Betterment Assessment By-Law
- 7:40 p.m. Discussion with Dr. Jennifer Fischer-Mueller, Superintendent; Barry Nectow, School Business Administrator; Derek Folan, Assistant Superintendent, et. al.
School Operating Budget for FY22 – Budget Gap of approx. \$752,000 & the following Annual Town Meeting Articles:
Article 16 – Increase SPED Reserve Account - \$660,000 from Unappropriated Local Receipts.
Article 17 – Increase FY22 School Department Budget.
And any other ATM articles the School Department would like to discuss.
- 8:00 p.m. Article 12 – Accept Laws enacted by the general court – Randy Scollins.

Discuss and vote the following articles:
Article 2 – Adopt Rules to Govern Town Meeting.
Article 12 – Accept Laws enacted by the general court.
Article 16 – Increase SPED Reserve Account.
Article 17 - Increase FY22 School Department Budget.
Article 22 – Acquire Easement – 145 Sherman Street – for drainage.
Article 23 – Appropriate \$15,000 from Free Cash to Acquire Easement and Taking – Pleasant St. near Reservoir Pond
Article 25 – Amend General By-Laws – Adding Sidewalk Betterment Assessment By-Law.
Article 28 – Special Tax Agreement (STA) with Emergent BioSolutions
Article 31 – Appropriate \$600,000 – Bathroom, Storage and Snack Shack facilities at Kennedy Elementary School

Minutes to be approved: March 3, 2021.

Other Business:

Announcements:

Next Finance Committee Meeting Dates:

Wednesday, March 31, 2021 via Remote.

See attached listing for a draft schedule of future meetings.

If a topic becomes known prior to 48 hours before the scheduled meeting, the Committee will update this posting. The Committee may also discuss a topic or topics not reasonably anticipated by the Chair 48 hours before the meeting.

Finance Committee Meetings - 2021 (draft - subject to change - times are approximate)

Day	Date		Time	Location	Guests/Topics for 2021
Wednesday	March	31	7:00 PM	Remote via Zoom	Municipal Operating Budget for FY22 - Charlie Aspinwall & John Connolly. Discussion of ATM articles TBD.
"	"	"	7:30 PM	"	Bob Panico, Planning Board Chair & Laura Smead, Town Planner to discuss Zoning Articles. Laura Smead confirmed.
"	"	"		"	Article 30 - Municipal Energy Aggregation Program - Laura Smead.
"	"	"		"	Article 32 - Municipal Affordable Housing Trust - Laura Smead.
"	"	"		"	Continue voting articles. Send Draft Motions to Town Counsel after mtg.
Friday	April	2	NA	NO MEETING this day.	Left open for deadline date.
Wednesday	April	7	7:00 PM	Remote via Zoom	TBD
"	"	"		"	Deadline - <u>Planning Board motions</u> to Town Counsel. (Allows 2 1/2 weeks for review by Town Counsel.)
Monday	April	12	NA	NO MEETING this day.	Deadline - <u>FINCOM draft motions</u> to Town Counsel via email. (Allows 2 weeks of review by Town Counsel.)
Wednesday	April	14			TBD
Wednesday	April	21	7:00 PM	Remote via Zoom	Last day to Vote all remaining Articles and Budgets: Article 4 (Consent Agenda) ; Article #42 Motion 1 (Transfers for FY21); Article #42 Motion 2 (Operating Budgets, Fixed Costs Budgets & Enterprise Budgets).
Monday	April	26	NA	NO MEETING this day.	Warrant with recommendations & motions sent to Printer.
Tuesday	April	27	TBD	Remote via Zoom	Roselli, Clark & Associates - Auditors to review Fiscal 2020. TENATIVE DATE AND TIME. TBD IN FUTURE. (This meeting often follows the Auditors meeting with the Select Board on the same night.)
Saturday	May	8	NA	NO MEETING this day.	Finance Committee Recommendations to the Voters delivered to citizens/voters by May 8 (2 weeks prior to ATM).
Saturday	May	22	12:30 PM	Memorial Field	First session of Annual Town Meeting. Rain date 6/5/21.

Finance Committee Voting Checklist - ATM 2021 (subject to change - Revised on 3/22/2021)

	Article Title	Sponsor	Meeting Date (subject to change)	Plan to Vote	Date Voted	Vote	Discussion assigned to	Notes/Discussion Finalized/Planning Board vote
1	Elect a Moderator	SB						
2	Adopt Rules to Govern Town Meeting	SB						
	Motion 1 - Time and Date	FINCOM	3/24	3/24			Reuki	
	Motion 2 - Non-Resident List	FINCOM	3/24	3/24			Reuki	
	Motion 3 - Source of Funds for New App	FINCOM	3/24	3/24			Reuki	
3	Hear Reports of Committees appointed at prior ATMs	SB	3/24	3/24			Reuki	
4	Act on "Consent Agenda"	SB	4/21	4/21			Reuki	
5	Collective Bargaining Agreements under SB	SB	3/10	3/10	3/10	8-0-0	Reuki	IPP, Still negotiating, Funding to be carried in #910.
6	Personal Service Contracts under SB	SB	3/10	3/10	3/10	8-0-0	Reuki	IPP, Still negotiating, Funding to be carried in #910.
7	Set Salaries of Elected Officials	SB						
	Motion 1 - Town Clerk salary - \$95,832	SB	3/31	3/31			Reuki	Amount includes 1 extra work day in FY22. Waiting for COLA adjustment from Town Clerk. Ms. Kenney up for re-election.
	Motion 2 - Elected Officials	SB	3/31	3/31			Reuki	
8	Pay Prior Year Bills	SB	3/31	3/31			Dave	If any, Amount from Randy.
9	Adjust FY21 Accounts	SB	3/31	3/31			Dave	If any, Amount from Randy.
10	Authorize Certain Revolving Funds - Set spending limits for FY22 revolving funds.	SB	3/31	3/31			Cindy	Discuss with Select Board.
11	Capital Outlay Program	SB > CPC						
	Motion 1 - Finance Director Authorization	SB > CPC	3/17	3/17	3/17	8-0-0	Emilio & Dan	
	Motion 2 - Municipal - \$836,509 + \$1,294,415 + \$1,200,494 + \$372,506 = \$3,703,924.	SB > CPC	3/17	3/17	3/17	8-0-0	Emilio & Dan	
	Motion 3 - Water Enterprise - \$8,070,000 + \$72,00 = \$8,142,000.	SB > CPC	3/17	3/17	3/17	8-0-0	Emilio & Dan	
	Motion 4 - Sewer Enterprise - \$382,000.	SB > CPC	3/17	3/17	3/17	8-0-0	Emilio & Dan	
	Motion 5 - School - \$800,000 + \$596,000.	SC > CPC	3/17	3/17	3/17	8-0-0	Emilio & Dan	
12	Accept Laws enacted by the general court	SB	3/24	3/24			Cindy	
13	4th of July Funding - from Free Cash	SB > Rec	3/10	3/10	3/10	8-0-0	Wai	IPP - due to possible COVID crowd restrictions.
14	Insurance Proceeds >\$150,000 (Transfer of \$564,506.87 from Ins. Reimbursement Fund #173 to Rink Enterprise Capital Account Fund #701.	SB	3/17	3/17	3/17	8-0-0	Dave	\$564,506.87
15	Rescind Unused Borrowing Authorizations	SB	3/10	3/10	3/10	8-0-0	Dave	Rescinded \$7,980,000.
16	Increase SPED Reserve Account	SB > SC	3/24	3/24			Reuki	\$660,00 from Unappropriated Local Receipts.
17	Increase FY22 School Department Budget	SB > SC	3/24	3/24			Reuki	Approximate gap \$752,000.
18	Increase Solar Facility Stabilization Fund - \$ from Solar Facility Receipts	SB	3/10	3/10	3/10	8-0-0	Wai	IPP - due to lack of available funding.
19	Community Preservation Recommendations	SB > CCPC						
	Motion 1 - \$36,250 - Administration Expenses for FY22.	SB > CCPC	3/10	3/17	3/17	8-0-0	Emilio & Kristen Phelps	
	Motion 2 - \$251,400 - Debt Service for Paul Revere Heritage land acquisition	SB > CCPC	3/10	3/17	3/17	8-0-0	Emilio & Kristen Phelps	
	Motion 3 - \$5,000 - Hooper Bell Restoration	SB > CCPC	3/10	3/17	3/17	8-0-0	Emilio & Kristen Phelps	
	Motion 4 - \$46,000 - 1829 Hunneman Hand Tub Restoration	SB > CCPC	3/10	3/17	3/17	8-0-0	Emilio & Kristen Phelps	
	Motion 5 - \$283,506 - Memorial Hall Exterior Restoration - Architectural Design	SB > CCPC	3/10	3/17	3/17	8-0-0	Emilio & Kristen Phelps	
	Motion 6 - \$50,000 Affordable Housing Trust Transfer - Hire Expert Consultant	SB > CCPC	3/10	3/17	3/17	8-0-0	Emilio w/ Kristen Phelps	
	Motion 7 - \$100,000 - Hagan Court Emergency Egress	SB > CCPC	3/10	3/17	3/17	8-0-0	Emilio w/ Kristen Phelps	
	Motion 8 - \$25,000 - Conservation Commission - to add to existing fund to purchase open space.	SB > CCPC	3/10	3/17	3/17	8-0-0	Emilio w/ Kristen Phelps	
	Motion 9 - \$34,000 - Gibson Field Restoration	SB > CCPC	3/10	3/17	3/17	8-0-0	Emilio w/ Kristen Phelps	
	Motion 10 - \$50,000 - Warner Trail Design Study	SB > CCPC	3/10	3/17	3/17	8-0-0	Emilio w/ Kristen Phelps	
	Motion 11 - \$270,322 - Luce School Playground Replacement	SB > CCPC	3/10	3/17	3/17	8-0-0	Emilio w/ Kristen Phelps	
20	Appropriate Proceeds from the TNC per Ride Assessment Funds - 11,924	SB	3/31	3/31			Dan	\$11,924 TNC Receipts.

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	Article Title	Sponsor	Meeting Date (subject to change)	Plan to Vote	Date Voted	Vote	Discussion assigned to	Notes/Discussion Finalized/Planning Board vote
21	Home Rule Petition Relative to Retired Police Officers	SB	3/31	3/31			Dan	
22	Acquire Easement - 145 Sherman Street - for Drainage.	SB	3/24	3/24			Wai	No \$ requested.
23	Appropriate to Acquire Easement and Taking - Pleasant St. near Reservoir Pond	SB	3/24	3/24			Wai	\$15,000 from Free Cash.
24	Appropriation - Removal of weeds & nuisance vegetation at Old Shepherds's Pond.	SB	3/10	3/10	3/10	8-0-0	Wai	IPP - Per CONCOM Agent, unnecessary this year.
25	Amend General By-Laws - Adding Sidewalk Betterment Assessment By-Law	SB & Mark Porter	3/24	3/24			Wai	Mark Porter to speak on Article 25 on 3/24.
26	Appropriation to support American Legion Post 24 Annual Operating Expenses	SB	3/24	3/10	3/10	7-1-0	Tom, Dave discussion opposed ?	Recommended \$25,000 for Article 26, thereafter to be added into Veterans budget.
27	Transfer Ownership of Hats to American Legion Post 24	SB	3/31	3/31			Tom	
28	STA with Emergent BioSolutions	SB	3/24	3/24			Emilio	
29	Accept Gift of Land from Top Golf	SB	3/31	3/31			Tom	
30	Municipal Energy Aggregation Program	SB	3/31	3/31			Dave	Laura Smead to speak on Article 30 on 3/31.
31	Appropriation - Bathroom, Storage and Snack Shack facilities at Kennedy Elementary School	SB	3/24	3/24			Tom	\$600,000 from Free Cash; Josh Cohen & Mike Rota to speak on Article 31.
32	Establish Municipal Affordable Housing Trust General By-Law	SB	3/31	3/31			Dave	Laura Smead to speak on Article 32 on 3/31.
33	Accept - Bazin Lane as a Town Way	SB > PB	3/10	3/10	3/10	8-0-0	Wai	IPP, project not ready.
34	Accept - Magnolia Way as Town Way	SB > PB	3/10	3/10	3/10	8-0-0	Wai	IPP, project not ready.
35	Amend Zoning By Law - Section 10.7 - Canton Center Design Review	SB > PB	3/31	3/31			Cindy & Emilio	
36	Amend Zoning By-Law - Section 3.1.4 - Table of Use Definitions, Section J Accessory Uses Related to the Keeping of Overnight Motor Vehicles	SB > PB	3/31	3/31			Cindy & Emilio	
37	Amend Zoning By-Law - Section 3.1.4 - Table of Use Regulations related to Short-Term Rentals	SB > PB	3/31	3/31			Cindy & Emilio	
38	Amend Zoning By-Law - Section 11.0 - Definitions relating to Short Term Rentals	SB > PB	3/31	3/31			Cindy & Emilio	
39	Amend Zoning By-Law - Section 4.1.4 Table of Dimensional Requirements - Residence Districts	SB > PB	3/31	3/31			Cindy & Emilio	
40	Add Zoning By-Law - Section 4.2.9 - Retaining Walls along Scenic Ways	SB > PB	3/31	3/31			Cindy & Emilio	
41	Amend Zoning By-Law - Section 7.8 - Remove Expired Temporary Moratorium on the Sale & Distribution of Recreational Marijuana	SB > PB	3/31	3/31			Cindy & Emilio	
42	FY22 Budget - Motion 1 - Transfers for FY22 - \$	SB	4/21	4/21			boilerplate	
	Motion 2 - Operating Budget for FY22	SB	4/21	4/21			boilerplate	