



## 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 31, 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/88639480773>

**Meeting ID: 886 3948 0773**

One tap mobile

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### **Call Meeting to Order**

#### **New Business (times are approximate)**

- 7:00 p.m.** Discussion with Charlie Aspinwall, Town Administrator, and John Connolly, Chair, Select Board. Regarding the Municipal Operating Budget for FY22 and the following Annual Town Meeting Articles:  
**Article 3 – Hear Reports of Committees appointed at prior ATMs.**  
**Article 20 – Appropriate \$11,924 Proceeds from the TNC Ride Receipts.**  
**Article 21 – Home Rule Petition Relative to Retired Police Officers.**  
**Article 27 – Transfer Ownership of Hats to American Legion Post 24.**  
**Article 29 – Accept Gift of Land from Top Golf.**  
**Article 30 – Municipal Energy Aggregation Program.**  
And any other ATM articles the Town Administrator and Select Board Chair would like to discuss.
- 7:30 p.m.** Discussion with Bob Panico, Chair, Planning Board and Laura Smead, Town Planner Regarding the following Annual Town Meeting Articles:  
**Article 32 – Establish Municipal Affordable Housing Trust General By-Law.**  
**Article 35 – Amend Zoning By Law – Section 10.7 – Canton Center Design Review.**  
**Article 36 – Amend Zoning By-Law – Section 3.1.4 – Table of Use Definitions, Section J Accessory Uses Related to the keeping of Overnight Vehicles.**  
**Article 37 – Amend Zoning By-Law – Section 3.1.4 – Table of Use Regulations related to Short-Term Rentals.**  
**Article 38 – Amend Zoning By-Law – Section 11.0 – Definitions relating to Short-Term Rentals.**  
**Article 39 – Amend Zoning By-Law – Section 4.1.4 Table of Dimensional Requirements – Residence Districts.**  
**Article 40 – Amend Zoning By-Law – Section 4.2.9 – Retaining Walls along Scenic Ways.**  
**Article 41 - Amend Zoning By-Law – Section 7.8 – Remove Expired Temporary Moratorium on the Sale & Distribution of Recreational Marijuana.**
- 8:00 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 & 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.**

8:30 p.m. Discussion with Randy Scollins regarding the following Articles:  
Article 8 – Pay Prior Year Bills - \$70,091.17.  
Article 9 – Adjust FY21 Accounts - \$200,000 – Snow and Ice.  
Article 10 – Motions 1 & 2 – Authorize Certain Revolving Funds  
Article 20 – Appropriate Proceeds from the TNC per Ride Assessment Funds - \$11,924.  
Article 27 – Transfer Ownership of Hats to American Legion Post 24.

**Finance Committee - Discuss and vote the following articles:**

Art. 2 Motion 1 – Time and Date of Annual Town Meeting – end time.  
Article 3 – Hear Reports of Committees appointed at prior ATMS.  
Article 7 Motion 1 – Set Salary of Town Clerk.  
Article 7 Motion 2 – Set Salaries of Elected Officials.  
Article 8 - Pay Prior Year Bills - \$70,091.17  
Article 9 – Adjust FY21 Accounts - \$200,000 – Snow and Ice.  
Article 10 Motion 1 – Change the name of the spending authority for Revolving Account #152 to Revere and Son Heritage Trust Corporation.  
Article 10 Motion 2 – Authorize Certain Revolving Funds – Set Spending Limits for FY22.  
Article 16 – Increase SPED Reserve Account.  
Article 17 – Increase FY22 School Department Budget.  
Article 20 – Appropriate Proceeds from the TNC Ride - \$11,924,  
Article 21 – Home Rule Petition Relative to Retired Police Officers.  
Article 27 – Transfer Ownership of Hats to American Legion Post 24.  
Article 29 – Accept Gift of Land from Top Golf.  
Article 30 – Municipal Energy Aggregation Program.  
Article 32 – Establish Municipal Affordable Housing Trust General By-Law.  
Article 35 – Amend Zoning By Law – Section 10.7 – Canton Center Design Review.  
Article 36 – Amend Zoning By-Law – Section 3.1.4 – Table of Use Definitions, Section J Accessory Uses Related to the keeping of Overnight Vehicles.  
Article 37 – Amend Zoning By-Law – Section 3.1.4 – Table of Use Regulations related to Short-Term Rentals.  
Article 38 – Amend Zoning By-Law – Section 11.0 – Definitions relating to Short-Term Rentals.  
Article 39 – Amend Zoning By-Law – Section 4.1.4 Table of Dimensional Requirements – Residence Districts.  
Article 40 – Amend Zoning By-Law – Section 4.2.9 – Retaining Walls along Scenic Ways.  
Article 41 - Amend Zoning By-Law – Section 7.8 – Remove Expired Temporary Moratorium on the Sale & Distribution of Recreational Marijuana.

**Minutes to be approved:** March 10, March 17 and March 24, 2021.

**Other Business:**

**Announcements:**

**Next Finance Committee Meeting Dates:** Wednesday, April 7, 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
Friday	April	2	NA	NO MEETING this day.	Left open for deadline date.
Wednesday	April	7	7:00 PM	Remote via Zoom	<b>Finance Committee will meet this day - agenda to be determined.</b>
"	"	"		"	<b>Deadline - Planning Board motions to Town Counsel. (Allows 2 1/2 weeks for review by Town Counsel.)</b>
Monday	April	12	NA	NO MEETING this day.	<b>Deadline - FINCOM draft motions to Town Counsel via email. (Allows 2 weeks of review by Town Counsel.)</b>
Wednesday	April	14			TBD
Wednesday	April	21	7:00 PM	Remote via Zoom	<b>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 &amp; Enterprise Budgets).</b>
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.	<b>Finance Committee Recommendations to the Voters delivered to citizens/voters by May 8 (2 weeks prior to ATM).</b>
Saturday	May	22	12:30 PM	Memorial Field	<b>First session of Annual Town Meeting. Rain date 6/5/21.</b>

Finance Committee Voting Checklist - ATM 2021 (subject to change - Revised on 3/26/2021)

	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						
	Adopt Rules to Govern Town Meeting	SB						
2	Motion 1 - Time and Date	FINCOM	3/31	3/31			Reuki	Awaiting the end time of ATM from Moderator or Town Counsel.
	Motion 2 - Non-Resident List	FINCOM	3/24	3/24	3/24	8-0-0	Reuki	approved list as written
	Motion 3 - Source of Funds for New App	FINCOM	3/24	3/24	3/24	8-0-0	Reuki	approved as written
3	Hear Reports of Committees appointed at prior ATMs	SB	3/31	3/31			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.
	Set Salaries of Elected Officials	SB						
7	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.
	Capital Outlay Program	SB > CPC						
11	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	3/24	8-0-0	Cindy	as written
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 & 3/31	3/31			Reuki	\$660,00 from Unappropriated Local Receipts. Reconvened to meeting on 3/31.
17	Increase FY22 School Department Budget	SB > SC	3/24 & 3/31	3/31			Reuki	Reconvened to meeting on 3/31. Cannot appropriate into a revolving fund.
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.
	Community Preservation Recommendations	SB > CCPC						
19	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	

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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
20	Appropriate Proceeds from the TNC per Ride Assessment Funds - 11,924	SB	3/31	3/31			Dan	\$11,924 TNC Receipts.
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	3/24	8-0-0	Wai	No \$ requested.
23	Appropriate to Acquire Easement and Taking - Pleasant St. near Reservoir Pond	SB	3/24	3/24	3/24	8-0-0	Wai	Recommending \$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	3/24	8-0-0	Wai	Approved with change from 13% to 15%. Same motion as last year.
26	Appropriation to support American Legion Post 24 Annual Operating Expenses	SB	3/24	3/10	3/10	7-1-0	Tom & Dave	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	3/24	7-1-0	Emilio & Dave	
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	3/24	8-0-0	Tom	Proponents asked for \$600,000 from Free Cash; FINCOM approved \$300,000 from Free Cash contingent upon SB approval of remainder for project out of mitigation or other sources under control of SB.
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	