



**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, April 7, 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: Dave Clough / Dan Cole)*

Join Zoom Meeting

<https://us02web.zoom.us/j/85825144697>

Meeting ID: 858 2514 4697

One tap mobile

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Meeting ID: 858 2514 4697

Find your local number: <https://us02web.zoom.us/j/85825144697>

Call Meeting to Order

New Business (times are approximate)

7:00 p.m. Discuss and vote the following Annual Town Meeting Articles:

Article 7 Motion 1 – Set Salary of Town Clerk for FY 22

Article 7 Motion 2 – Set Salaries of Elected Officials for FY22

Article 4 – Act on “Consent Agenda” – Consideration of the following Articles for the Consent Agenda:

See Page 2 of Agenda for listing.

Article	Description	Motion	FINCOM VOTE	Reason
5	Collective Bargaining Agreements under the BOS	Postpone Indefinitely	8-0-0	There are no collective bargaining agreements to fund.
6	Personal Service Contracts under the BOS	Postpone Indefinitely	8-0-0	There are no personal service contracts to fund.
12	Accept Laws Enacted by the General Court	Adopt this Article	8-0-0	Non-controversial.
13	4 th of July Community Celebration	Postpone Indefinitely	8-0-0	Uncertainty of large gatherings due to COVID.
14	Insurance Proceeds > \$150,000	Adopt this Article	8-0-0	Non-controversial.
18	Increase Solar Stabilization Fund	Postpone Indefinitely	8-0-0	No excess funds.
20	Appropriate Proceeds from TNC Rid	Adopt this Article	8-0-0	Non-controversial.
21	Home Rule Petition Relative to Retire Police Officers	Adopt this Article	8-0-0	Non-controversial.
22	Acquire easement 145 Sherman St. for drainage	Adopt this Article	8-0-0	Non-controversial.
24	Removal of Weeds & Nuisance Vegetation at Old Shepherd's Pond	Postpone Indefinitely	8-0-0	Not needed at this time.
27	Transfer of Hats to American Legion Post 24	Adopt this Article	8-0-0	Non-controversial.
33	Accept Bazin Lane as a Town Way	Postpone Indefinitely	8-0-0	Bazin Lane is not ready to be accepted by the Town.
34	Accept Magnolia Way as a Town Way	Postpone Indefinitely	8-0-0	Magnolia Way is not ready to be accepted by the Town.

7:30 p.m. Discuss and Consider Voting the FY22 Budget

Discuss and review the discussions for the Finance Committee's Recommendations of the Finance Committee to the Voters of Canton

Minutes to be approved: March 10, March 17, March 24 and March 31, 2021.

Other Business:

Announcements:

Next Finance Committee Meeting Dates: Wednesday, April 14, 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	April	7	7:00 PM	Remote via Zoom	Discuss and Vote Article 7 Motion 1 and Motion 2
"	"	"		"	Consider articles for Article 4 - Consent Agenda
"	"	"		"	Start review of Finance Committee Discussions
"	"	"		"	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 4/5/2021)

	Article Title	Sponsor	Date Voted	Vote	Discussion assigned to	Notes/Discussion Finalized/Planning Board vote	Approved motions from Town Counsel	DRAFT FINCOM Consent Agenda
1	Elect a Moderator	SB						
2	Adopt Rules to Govern Town Meeting	SB						
	Motion 1 - Time and Date	FINCOM	3/31	8-0-0	Reuki	7:00 adjournment	Sent to TC on 3/26	
	Motion 2 - Non-Resident List	FINCOM	3/24	8-0-0	Reuki	approved list as written	Sent to TC on 3/26	
	Motion 3 - Source of Funds for New App	FINCOM	3/24	8-0-0	Reuki	approved as written	Sent to TC on 3/26	
3	Hear Reports of Committees appointed at prior ATMs	SB	3/31	8-0-0	Reuki	approved as written		
4	Act on "Consent Agenda"	SB	4/7		Reuki			
5	Collective Bargaining Agreements under SB	SB	3/10	8-0-0	Reuki	IPP, Still negotiating, Funding to be carried in #910.	Sent to TC on 3/26	5
6	Personal Service Contracts under SB	SB	3/10	8-0-0	Reuki	IPP, Still negotiating, Funding to be carried in #910.	Sent to TC on 3/26	6
7	Set Salaries of Elected Officials	SB						
	Motion 1 - Town Clerk salary - \$97,749	SB	4/7		Reuki			
	Motion 2 - Elected Officials	SB	4/7		Reuki			
8	Pay Prior Year Bills	SB	3/31	8-0-0	Dave	\$70,072.28 unpaid bills.		
9	Adjust FY21 Accounts	SB	3/31	8-0-0	Dave	\$200,000 from general fund revenues to cover Snow & Ice deficit.		
10	Authorize Certain Revolving Funds - Motion 1 - Change spending authority for Account #152 to Revere and Son Heritage Trust Corporation (not the name of the Fund).	SB	3/31	8-0-0	Cindy			
	Motion 2 - Set Spending Limits for FY22.	SB	3/31	8-0-0	Cindy			
11	Capital Outlay Program	SB > CPC						
	Motion 1 - Finance Director Authorization	SB > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 2 - Municipal - Cash Capital - \$836,509	SB > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 3 - School - Cash Capital - \$800,000	SC > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 4 - \$1,200,494 - Memorial Hall Exterior Renovations - Free Cash	SB > CPC	3/17	8-0-0	Emilio & Dan	\$1,200,494 from Free Cash		
	Motion 5 - \$1,116,000 - Memorial Hall Exterior Renovations - Borrowing	SB > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 6 - \$76,000 - Replace Air Filling Stations at Fire Dept. Station 1 and Station 2 - Borrowing	SB > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 7 - \$102,415 - Replace IMC Record Date Management System.	SB > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 8 - \$180,000 - CHS Roof Top Unit #4 - borrowing.	SC > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 9 - \$250,000 - Unit Ventilators - Hansen School - borrowing.	SC > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 10 - \$166,000 - Unit Ventilators - Galvin Middle School	SC > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 11 - \$3,200,000 - Water Enterprise - Water Storage Tank Maintenance Program - borrowing paid from Water Revenues	SB > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 12 - \$4,350,000 - Water Enterprise - Various Water Mains Replacements - borrowing paid from Water Revenues.	SB > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 13 - \$270,000 - Water Enterprise - Year 3 of Water Distribution System Main Design - borrowing paid from Water Revenues.	SB > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 14 - \$250,000 - Water Enterprise - Front End Loader - borrowing paid from Water Revenues.	SB > CPC	3/17	8-0-0	Emilio & Dan			
	Motion 15 - \$72,000 - Water Enterprise - Replace Truck #9 Ford F350 (\$32,000) & Asset Management Software (\$40,000) - paid from Water Enterprise Surplus (Retained Earnings).	SB > CPC	3/17	8-0-0	Emilio & Dan			
Motion 16 - \$382,000 - Replace Truck #9 For F350 (\$32,000); Asset Mgmt. Software (\$40,000); Replace Truck #45 Ford F550 (\$90,000); Replace Truck #32 JCB Excavator (\$220,000).	SB > CPC	3/17	8-0-0	Emilio & Dan				
12	Accept Laws enacted by the general court	SB	3/24	8-0-0	Cindy	as written	Sent to TC on 3/26	12
13	4th of July Funding - from Free Cash	SB > Rec	3/10	8-0-0	Wai	IPP - due to possible COVID crowd restrictions.	Sent to TC on 3/26	13
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	8-0-0	Dave	\$564,506.87	Sent to TC on 3/26	14
15	Rescind Unused Borrowing Authorizations	SB	3/10	8-0-0	Dave	Rescinded \$7,980,000.	Sent to TC on 3/26	

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	Article Title	Sponsor	Date Voted	Vote	Discussion assigned to	Notes/Discussion Finalized/Planning Board vote	Approved motions from Town Counsel	DRAFT FINCOM Consent Agenda
16	Increase SPED Reserve Account	SB > SC	3/31	8-0-0	Reuki	\$660,00 from Unappropriated Local Receipts.		
17	Increase FY22 School Department Budget	SB > SC	3/31	8-0-0	Reuki	Approved \$500,000 split from 2 sources: \$360,000 from free cash and \$140,000 from unappropriated local receipts.		
18	Increase Solar Facility Stabilization Fund - \$ from Solar Facility Receipts	SB	3/10	8-0-0	Wai	IPP - due to lack of available funding.	Sent to TC on 3/26	18
19	Community Preservation Recommendations	SB > CCPC						
	Motion 1 - \$36,250 - Administration Expenses for FY22.	SB > CCPC	3/17	8-0-0	Emilio & Kristen Phelps			
	Motion 2 - \$251,400 - Debt Service for Paul Revere Heritage land acquisition	SB > CCPC	3/17	8-0-0	Emilio & Kristen Phelps			
	Motion 3 - \$5,000 - Hooper Bell Restoration	SB > CCPC	3/17	8-0-0	Emilio & Kristen Phelps			
	Motion 4 - \$46,000 - 1829 Hunneman Hand Tub Restoration	SB > CCPC	3/17	8-0-0	Emilio & Kristen Phelps			
	Motion 5 - \$283,506 - Memorial Hall Exterior Restoration - Architectural Design	SB > CCPC	3/17	8-0-0	Emilio & Kristen Phelps			
	Motion 6 - \$50,000 Affordable Housing Trust Transfer - Hire Expert Consultant	SB > CCPC	3/17	8-0-0	Emilio w/ Kristen Phelps			
	Motion 7 - \$100,000 - Hagan Court Emergency Egress	SB > CCPC	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	3/17	8-0-0	Emilio w/ Kristen Phelps			
	Motion 9 - \$34,000 - Gibson Field Restoration	SB > CCPC	3/17	8-0-0	Emilio w/ Kristen Phelps			
	Motion 10 - \$50,000 - Warner Trail Design Study	SB > CCPC	3/17	8-0-0	Emilio w/ Kristen Phelps			
Motion 11 - \$270,322 - Luce School Playground Replacement	SB > CCPC	3/17	8-0-0	Emilio w/ Kristen Phelps				
20	Appropriate Proceeds from the TNC per Ride Assessment Funds - 11,924	SB	3/31	8-0-0	Dan	\$11,924 TNC Receipts.		20
21	Home Rule Petition Relative to Retired Police Officers	SB	3/31	8-0-0	Dan			21
22	Acquire Easement - 145 Sherman Street - for Drainage.	SB	3/24	8-0-0	Wai	No \$ requested.	Sent to TC on 3/26	22
23	Appropriate to Acquire Easement and Taking - Pleasant St. near Reservoir Pond	SB	3/24	8-0-0	Wai	\$0	Sent to TC on 3/26	
24	Appropriation - Removal of weeds & nuisance vegetation at Old Shepherds's Pond.	SB	3/10	8-0-0	Wai	IPP - Per CONCOM Agent, unnecessary this year.	Sent to TC on 3/26	24
25	Amend General By-Laws - Adding Sidewalk Betterment Assessment By-Law	SB & Mark Porter	3/24	8-0-0	Wai	Approved with change from 13% to 15%. Same motion as last year.	Sent to TC on 3/26	
26	Appropriation to support American Legion Post 24 Annual Operating Expenses	SB	3/10	7-1-0	Tom & Dave	Recommended \$25,000 for Article 26, thereafter to be added into Veterans budget.	Sent to TC on 3/26	
27	Transfer Ownership of Hats to American Legion Post 24	SB	3/31	8-0-0	Tom			27
28	STA with Emergent BioSolutions	SB	3/24	7-1-0	Emilio & Dave		Sent to TC on 3/26	
29	Accept Gift of Land from Top Golf	SB	3/31	8-0-0	Tom			
30	Municipal Energy Aggregation Program	SB	3/31	8-0-0	Dave			
31	Appropriation - Bathroom, Storage and Snack Shack facilities at Kennedy Elementary School	SB	3/24	8-0-0	Tom	\$600,000 from Free Cash		
32	Establish Municipal Affordable Housing Trust General By-Law	SB	3/31	8-0-0	Dave			
33	Accept - Bazin Lane as a Town Way	SB > PB	3/10	8-0-0	Wai	IPP, project not ready.	Sent to TC on 3/26	33
34	Accept - Magnolia Way as Town Way	SB > PB	3/10	8-0-0	Wai	IPP, project not ready.	Sent to TC on 3/26	34
35	Amend Zoning By Law - Section 10.7 - Canton Center Design Review	SB > PB	3/31	8-0-0	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	8-0-0	Cindy & Emilio			
37	Amend Zoning By-Law - Section 3.1.4 - Table of Use Regulations related to Short-Term Rentals	SB > PB	3/31	8-0-0	Cindy & Emilio			
38	Amend Zoning By-Law - Section 11.0 - Definitions relating to Short Term Rentals	SB > PB	3/31	8-0-0	Cindy & Emilio			

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39	Amend Zoning By-Law - Section 4.1.4 Table of Dimensional Requirements - Residence Districts	SB > PB	3/31	8-0-0	Cindy & Emilio			
40	Add Zoning By-Law - Section 4.2.9 - Retaining Walls along Scenic Ways	SB > PB	3/31	8-0-0	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	8-0-0	Cindy & Emilio			
42	FY22 Budget - Motion 1 - Transfers for FY22 - \$	SB			boilerplate			
	Motion 2 - Operating Budget for FY22	SB			boilerplate			