



**Canton Finance Committee  
801 Washington Street  
Canton, MA 02021**

Minutes Voted on: 4/14/21  
Vote: 7-0-1

**Meeting Minutes  
April 7, 2021**

**Finance Committee Members Present:** David Clough, Dan Cole, Emilio Mauro, Tim McKenna, Reuki Schutt, Tom Theodore, Cindy Thomas and Wai Wong.

**Finance Committee Members Absent:** Rob Barker.

**Guests Present:**

Ellen Jones, Finance Committee Secretary  
Randy Scollins, Finance Director

**Opening:** Chair McKenna called the virtual meeting via Zoom to order at 7:00 p.m.

**Approval of Agenda:** Chair McKenna reviewed the agenda.

**New Business**

**Article 7 Motion 1 – Set Salary of Town Clerk - Discussion**

**A motion made by Ms. Thomas to recommend an FY22 annual salary of \$97,749 for the Town Clerk was seconded by Mr. Mauro.** The 2% salary increase for this position is being budgeted in Department #910 which is reserved for contract increases. The electorate or Town Meeting sets the salary for elected officials.

**Roll Call Vote:**

<b>Mr. Wong</b>	<b>Aye</b>	<b>Mr. Cole</b>	<b>Aye</b>
<b>Mr. Theodore</b>	<b>Aye</b>	<b>Mr. Clough</b>	<b>Aye</b>
<b>Ms. Schutt</b>	<b>Aye</b>	<b>Ms. Thomas</b>	<b>Aye</b>
<b>Mr. Mauro</b>	<b>Aye</b>	<b>Mr. McKenna</b>	<b>Aye</b>

**The motion passed 8-0-0.**

**Article 7 Motion 2 –Set Salaries of Elected Officials - Discussion**

There are no salary increases being recommended for the Board of Assessors, Board of Health and Select Board. Elected Officials that receive compensation are eligible to be on the Town's insurances . Ms. Thomas commented that Town Counsel had advised them in the past that these salaries could not be grandfathered out.

Ms. Schutt stated that for now the Finance Committee could approve these salaries but that a request to the Select Board to appoint a committee to review and investigate historical rationale and equity among these elected officials' stipends is recommended for further discussion at ATM 2022.

**A motion made by Ms. Schutt to recommend FY22 annual salaries for all part-time elected officials as follows:**

<b>Board of Assessors</b>	<b>\$2,400.00, for each member</b>
<b>Board of Health</b>	<b>\$600.00, for each member</b>
<b>Select Board</b>	<b>\$1,400.00, for each member, with an additional \$200.00 to chairperson</b>
<b>Planning Board</b>	<b>\$0.00</b>
<b>School Committee</b>	<b>\$0.00</b>
<b>Library Trustees</b>	<b>\$0.00</b>

**was seconded by Ms. Thomas.** Ms. Schutt volunteered to take on the review over the next few months of the random and arbitrary salaries of these elected officials. Ms. Thomas agreed that this should be studied and perhaps a different approach in next year's budget. Town Counsel would be contacted to see if the elected officials with zero salaries could be removed from the motion.

**Roll Call Vote:**

<b>Mr. Wong</b>	<b>Aye</b>	<b>Mr. Cole</b>	<b>Aye</b>
<b>Mr. Theodore</b>	<b>Aye</b>	<b>Mr. Clough</b>	<b>Aye</b>
<b>Ms. Schutt</b>	<b>Aye</b>	<b>Ms. Thomas</b>	<b>Aye</b>
<b>Mr. Mauro</b>	<b>Aye</b>	<b>Mr. McKenna</b>	<b>Aye</b>

**The motion passed 8-0-0.**

**Article 4 – Consent Agenda – Discussion** – The Consent Agenda was to be discussed at the Pre-ATM Planning Meeting on April 8. Chair McKenna and Ms. Thomas will attend the virtual meeting. Chair McKenna explained that the Moderator has a say in which articles will be included in the Consent Agenda.

The reason within the Consent Agenda for Article 24 (Removal of Weeds & Nuisance Vegetation at Old Shephard’s Pond) would be changed from “Not needed at this time” to “Alternate Funding Available”. Mr. Scollins explained that the Conservation Commission has a fund that is allowed by law to be segregated from General Fund receipts. This fund has an approximate balance of \$40,000 of which \$25,000 would be used to purchase a vehicle for the Conservation Agent. Some of the remaining balance will be available for weed removal.

Chair McKenna recommended that the Finance Committee hold off on taking a vote on Article 4 Consent Agenda until the next meeting on April 14.

**Article 42 Motion - Transfers Available Funds**

**A motion made by Mr. Mauro recommend for FY22 the transfer of \$2,871,011 funds from various sources to fund the general operating budget was seconded by Mr. Clough.**

<b>Vote to Transfer Available Funds</b>		
<b>WITH A VOTE THAT \$2,871,011 BE TRANSFERRED AS FOLLOWS:</b>		
<b>TRANSFER FROM</b>	<b>AMOUNT</b>	<b>PURPOSE</b>
AMBULANCE SERVICE	\$1,000,000	FIRE DEPARTMENT
WATER ENTERPRISE FUND	660,999	FIXED COSTS
SEWER ENTERPRISE FUND	402,613	FIXED COSTS
SOLAR FACILITY	374,659	TOWN-WIDE ELECTRICITY
AMBULANCE SERVICE	258,530	DEBT SERVICE
DENTAL INSURANCE TRUST	100,000	DENTAL INSURANCE COSTS
GREENLODGE STREET PARKING FEES	35,000	EXECUTIVE OFFICE
RINK ENTERPRISE FUND	14,829	FIXED COSTS
SALE OF LOTS/GRAVES	10,000	CEMETERY MAINTENANCE
BOND PREMIUM FUND	9,381	DEBT SERVICE
CEMETERY PERPETUAL CARE (EXPENDA	5,000	CEMETERY MAINTENANCE
SCHOOL FOOD SERVICE	0	
<b>TOTAL</b>	<b>\$2,871,011</b>	

**Roll Call Vote:**

<b>Mr. Wong</b>	<b>Aye</b>	<b>Mr. Cole</b>	<b>Aye</b>
<b>Mr. Theodore</b>	<b>Aye</b>	<b>Mr. Clough</b>	<b>Aye</b>
<b>Ms. Schutt</b>	<b>Aye</b>	<b>Ms. Thomas</b>	<b>Aye</b>
<b>Mr. Mauro</b>	<b>Aye</b>	<b>Mr. McKenna</b>	<b>Aye</b>

**The motion passed 8-0-0.**

**Article 42 Motion 2 – FY22 Operating Budgets**

**A motion made by Mr. Mauro to recommend an FY22 School Department Operating Budget of \$47,792,662 was seconded by Ms. Thomas.** Mr. Wong inquired about the remaining approximately \$127,000 shortfall in the School Department operating budget. Mr. Scollins stated that the School Department will be meeting on April 8 and will most likely vote the target budget recommended by the Finance Committee.

**Roll Call Vote:**

<b>Mr. Wong</b>	<b>Aye</b>	<b>Mr. Cole</b>	<b>Aye</b>
<b>Mr. Theodore</b>	<b>Aye</b>	<b>Mr. Clough</b>	<b>Aye</b>
<b>Ms. Schutt</b>	<b>Aye</b>	<b>Ms. Thomas</b>	<b>Aye</b>
<b>Mr. Mauro</b>	<b>Aye</b>	<b>Mr. McKenna</b>	<b>Aye</b>

**The motion passed 8-0-0.**

A motion made by Mr. Mauro to recommend an FY22 Municipal Departments' Operating Budget of \$23,618,027 was seconded by Mr. Wong.

**Roll Call Vote:**

Mr. Wong	Aye	Mr. Cole	Aye
Mr. Theodore	Aye	Mr. Clough	Aye
Ms. Schutt	Aye	Ms. Thomas	Aye
Mr. Mauro	Aye	Mr. McKenna	Aye

The motion passed 8-0-0.

A motion made by Mr. Mauro to recommend an FY22 Fixed Costs Budget of \$32,161,949 was seconded by Ms. Thomas.

**Roll Call Vote:**

Mr. Wong	Aye	Mr. Cole	Aye
Mr. Theodore	Aye	Mr. Clough	Aye
Ms. Schutt	Aye	Ms. Thomas	Aye
Mr. Mauro	Aye	Mr. McKenna	Aye

The motion passed 8-0-0.

A motion made by Mr. Mauro to recommend an FY22 Rink Enterprise Budget of \$390,620 was seconded by Ms. Thomas.

**Roll Call Vote:**

Mr. Wong	Aye	Mr. Cole	Aye
Mr. Theodore	Aye	Mr. Clough	Aye
Ms. Schutt	Aye	Ms. Thomas	Aye
Mr. Mauro	Aye	Mr. McKenna	Aye

The motion passed 8-0-0.

A motion made by Mr. Mauro to recommend an FY22 Sewer Enterprise Budget of \$6,650,517 was seconded by Mr. Wong.

**Roll Call Vote:**

Mr. Wong	Aye	Mr. Cole	Aye
Mr. Theodore	Aye	Mr. Clough	Aye
Ms. Schutt	Aye	Ms. Thomas	Aye
Mr. Mauro	Aye	Mr. McKenna	Aye

The motion passed 8-0-0.

A motion made by Mr. Mauro to recommend an FY22 Water Enterprise Budget of \$7,885,870 was seconded by Mr. Wong.

**Roll Call Vote:**

Mr. Wong	Aye	Mr. Cole	Aye
Mr. Theodore	Aye	Mr. Clough	Aye
Ms. Schutt	Aye	Ms. Thomas	Aye
Mr. Mauro	Aye	Mr. McKenna	Aye

The motion passed 8-0-0.

**Other Business**

Chair McKenna suggested to the Committee members to send the Article discussions to the Finance Committee Secretary by the end of the day on Sunday, April 11. Mr. Scollins will distribute the Finance Committee Report in the next week or two.

Mr. Scollins stated that Mr. Clough had raised some excellent points regarding the Special Tax Agreement with Emergent BioSolutions under Article 28 and that a discussion should be continued with Mr. Manning. The Finance Committee Secretary would invite Mr. Manning to the next Finance Committee meeting on April 14.

Mr. Cole requested Mr. Scollins update the Revenue Forecast.

Mr. Scollins did not have any new information to report on stimulus funds.

**Approval of Minutes** – There were no minutes approved at the meeting.

**Next Meeting Date** – The next Finance Committee meeting will take place via remote on April 14, 2021.

**Adjournment** - A motion made by Mr. Wong to adjourn the meeting at 8:18 p.m. was seconded by Mr. Cole.

**Roll Call Vote:**

Mr. McKenna	Aye	Mr. Mauro	Aye
Ms. Thomas	Aye	Ms. Schutt	Aye
Mr. Clough	Aye	Mr. Theodore	Aye
Mr. Cole	Aye	Mr. Wong	Aye

**The motion passed 8-0-0.**

Minutes reviewed by: Dave Clough

Respectfully submitted,



Timothy McKenna  
Chair, Canton Finance Committee

**Canton Finance Committee Meeting  
April 7, 2021**

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Agenda for April 7, 2021 (1 page).

See the below link for detailed information regarding the FY22 budget requests discussed during the meeting.

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Operating Budget by Voting Category (2 pages).



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<b>Ms. Schutt</b>	<b>Aye</b>	<b>Ms. Thomas</b>	<b>Aye</b>
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Mr. Cole	Aye	Mr. Wong	Aye

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Minutes reviewed by: Dave Clough

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Timothy McKenna  
Chair, Canton Finance Committee

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