

**Minutes
Tri-Board
Select Board/School Committee/Finance and Advisory Board
Media Center
Stoneham Central Middle School
101 Central Street
Wednesday, February 6, 2019
7:00 p.m.**

Board Members Present: Chairwoman Shelly MacNeill, Vice Chairwoman Raymie Parker, Clerk George Seibold

Committee Members Present: Chairwoman Rachel Meredith-Warren, David Maurer, Nicole Niall, Thomas Dalton

Finance and Advisory Board Members Present: Chairman Tim Waitkevich, Andrew Harmon, Heidi Bilbo, Wendy Smith, Jeremy Doyle, Cory Mashburn

Also Present: Interim Town Administrator Debora Pettengill, Superintendent John Macero, Assistant Superintendent, David Ljungberg, Assistant Superintendent Martha Bakken, David Castellarin, Town Accountant, Lauren Celli, Director of Finance,

Agenda Item 1: Pledge of Allegiance

MacNeill thanked Pettengill for the work she has done as Interim Town Administrator. The Select Board presented Pettengill with flowers. Pettengill thanked the Board for the opportunity to serve as Interim Town Administrator.

Agenda Item 2: FY20 Goals and Budget Review Discussion

- a. Planning and Community Development** Erin Wortman, Director of Planning and Community Development, made a presentation on the Green Communities program and discussed total project funding. She stated that with the total funding of \$300,404 she has updated Town Hall lighting and arena exterior lighting, performed a street light audit and an exterior LED retrofit. She stated that all of these changes will create substantial energy savings for the Town. She stated that she requested a \$20,000 increase in her budget in order to keep Spark Energy on as a consultant. Wortman is confident that year two will yield substantial savings for the Town.
- b. Fire Department** Matt Grafton, Chief of the Fire Department, discussed the FY19 accomplishments and FY20 goals. He described the financial and training challenges that the new OSHA standards will create.

- c. **Police Department** James McIntyre, Chief of the Police Department, discussed the FY19 accomplishments and challenges. He stated that larceny has increased dramatically, in part, due to Target and organized crime groups that steal from Target. He discussed FY20 goals and stated that he is pleased to have cruiser replacement become part of the operating budget.

- d. **Department of Public Works** Robert Grover, Town Engineer, announced his retirement and discussed FY20 budget concerns including staffing, equipment, and poor funding for paving projects. Seibold thanked Grover for the combined 104 years of service performed by Grover, Larry Brophy, and Bob Radigan.

Agenda Item 3: FY20 School Budget Review Macero discussed the budget process and noted that the school budget is on line for review. Macero stated that he is pleased with the budget increase that will allow restored services and with the procurement position that the school is sharing with the Town.

Agenda Item 4: FY20 Town Budget Review Castellarin noted highlights of the budget including new positions in fire, police, DPW, procurement, and facilities.

Agenda Item 5: Town Accountant Statement RE: Account Balances Castellarin stated that contrary to what some are describing as \$2.5 million missing from Town accounts, there was an accounting error in the Treasurer's office. The error was caught because pooled cash did not zero out since MUNIS could not move certain sums from the water, sewer and trash accounts and into the pooled accounts. This matter has been rectified and there were never any missing funds.

Agenda Item 6: Fiscal Policy MacNeill stated that it was her understanding that the Board needed to adopt the Fiscal Policy that was created by the Fiscal Planning Committee. Macero confirmed and stated that once adopted, the School Committee would need to adopt the fraud policy contained therein. Macneill thanked the Committee for its hard and thorough work. Castellarin pointed out a fee change on page 44. Parker moved to accept the Fiscal Guidelines as presented with the fee change noted on page 44, to be adopted May 1, 2019. Seibold seconded the motion. Voted unanimously.

Agenda Item 7: Announcement of the High School Building Committee MacNeill announced the newly appointed members of the High School Building Committee.

The Boards adjourned their meetings. Parker moved to adjourn the Select Board's meeting. Seibold seconded the motion. Voted unanimously.

Respectfully submitted,

Dava Kilbride – Secretary to the Board of Selectmen

