

Stoneham Finance & Advisory Board Meeting
Monday, March 4th - 7:00 pm
Stoneham Town Hall Hearing Room

Attendees:

Tim Waitkevitch, Chair
Heidi Bilbo, Vice Chair

Devin Desmarais	Ed Hurley
Susan Lippman	Cory Mashburn
Wendy Smith	Chris Waszak

Absent: Jeremy Doyle, Andrew Harmon, Domenic Martignetti

Guests:

None

Agenda:

1. Pledge of Allegiance
2. Approval of Minutes from 2/20/2019
3. FY20 Goal - Establish FAB Resource Center
4. FAB Member Meetings with Department Heads
5. FY20 Goal - Financial Data Presentation & Metrics
6. Other Business - Non-Deliberative

Minutes:

Finance & Advisory Board Chair called the meeting to order at 7:00pm. Mr. Waitkevitch opened the meeting with Agenda Item #1. All members in attendance rose and recited the Pledge of Allegiance.

Board Chair then moved onto Agenda Item #2. Mr. Waitkevitch noted that the minutes were not ready to be reviewed.

Board Chair then proceeded with Agenda Item #3. Mr. Waitkevitch informed the group that Mr. Harmon had reached out to the Moderator (Jeanne Craigie) who was excited about the idea of the Resource Center. Mr. Waitkevitch had himself reached out to Tom Ciccattelli (Town IT Director). He mentioned options including a shared drive or a dropbox.

Mr. Waszak asked about the need for VPN connections associated with a shared drive. Mr. Waitkevitch explained that a shared drive would be on the Town network and could possibly require Board members to obtain Town email addresses. Ms. Lippman noted that she already has a Town email address and shared some of her views on the system's limitations. There was

then a general discussion about the pros and cons of the Town email system and the Microsoft Outlook interface.

The Board Chair then moved onto Agenda Item #4. Mr. Waitkevitch asked whether anyone has had recent contact or sent budget questions to any of the department heads. Mr. Mashburn noted that he had a conversation with the Veterans Affairs Director. The Director said that the current proposed budget did not take into account some of his requests. He said that the current budget does not address the current needs of veterans. Specifically, it was noted that there is no money in the budget for the Memorial Day parade.

Mr. Hurley asked whether these requests made it to the budget book. Ms. Bilbo answered that they are not and that is part of the value of the Finance Board setting up separate meetings with departments; to see what did not make the final budget. Mr. Mashburn added that next year's goals will help with items that got left out of the current budget. Ms. Bilbo agreed and added that departments that don't traditionally appear before the Board could benefit from being invited to a meeting to talk about their needs (like Veterans Affairs).

Mr. Mashburn went on to mention that the current budget book does not reference services in Town being paid for by grant money. He specifically noted the Substance Abuse Coalition, which is completely funded by grant money. Ms. Smith thought that the new goal-oriented budget process could help address requests that consistently don't appear in the yearly budgets.

Mr. Waitkevitch suggested having Board members do presentations in the future around the goals and needs of their assigned departments.

Board Chair then moved discussion to Agenda Item #5. Mr. Waitkevitch emphasized that the Board needs to decide on metrics to move forward with this goal. He mentioned that Mr. Waszak suggested starting with the work coming out of the Fiscal Guidelines Subcommittee. Ms. Bilbo added that the Town Accountant would be a good resource on this project. There was then a general discussion related to how financial metrics would be presented at Town Meeting. Ms. Bilbo mentioned that she should be willing to discuss some of these ideas with the Select Board and the Moderator to move the idea forward.

Board Chair then moved discussion to Agenda Item #6. Mr. Waitkevitch introduced the idea of Citizen's Academy for discussion at a future meeting. Ms. Bilbo raised the question of the Town budget timeline. She noted that the Board meeting on March 18th would be a good time to begin going over the Budget recommendation. Mr. Waitkevitch indicated that the Board's recommendation was due by April 12th. Two meetings are scheduled prior to that date. March 18th and April 1st. Ms. Lippman suggested that the Board consider a possible meeting on April 8th.

Mr. Mashburn asked how the general timeline and the recommendation system will play out in real time. There was then a general discussion about how the Board's recommendation would be structured.

Mr. Waszak introduced a motion to adjourn. Mr. Hurley seconded; all in favor.