

Stoneham Finance & Advisory Board Meeting
Monday, February 1, 2021 - 7:00 pm
All Members Attending Remotely

Attendees:

Tim Waitkevitch, Chair
Cory Mashburn, Vice Chair
Andrew Harmon, Secretary

Julianne Bovat	Youlia Bowerman
Jeremy Doyle	Jen Gray
Ed Hurley	Mike Memmolo
Wendy Smith	Dave Tammaro

Absent: None

Guests:

Stephen Angelo, Recreation Director

Agenda:

1. Meeting Minutes
2. FY22 Budget Development
 - a. Discussion with Recreation Department
 - b. FAB Budget Book
3. 2020 Annual Report
4. Updates
 - a. Capital
 - b. School Building Committee
 - c. Subcommittees
 - d. Water and Sewer
5. Other Business - Non Deliberative
6. Adjournment

Minutes:

The Finance & Advisory Board Chair called the meeting to order at 7:00pm. Mr. Waitkevitch opened the meeting with Agenda Item #1. The Board reviewed minutes from the January meeting. Mr. Waitkevitch suggested one edit to the minutes. A reference to the Planning Board was to be replaced by a reference to the Town Planner. Ms. Smith introduced a motion to accept the minutes with the suggested edit. Mr. Mashburn seconded; all in favor.

Board Chair then moved discussion to Agenda Item #2a. Mr. Waitkevitch introduced Stephen Angelo who is the Stoneham Recreation Director. He asked Mr. Angelo to discuss challenges with COVID and upcoming budget needs. Mr. Angelo indicated that the Recreation Department was severely impacted by COVID, but was still able to run over 20 programs in the summer of 2020. He indicated that this was in contrast to many surrounding communities.

He went on to say things have been more difficult in the winter of 2020-2021. Mainly because of the lack of usable outdoor space and an inability to use school facilities. Mr. Waitkevitch asked whether the Recreation Department has found any beneficial adaptations because of COVID that they will apply going forward. Mr. Angelo responded that he believes the Department will run more outdoor programs going forward than they have in the past.

Ms. Smith inquired as to whether the Rec Department was seeing participation increases prior to COVID. Mr. Angelo responded that participation numbers have increased every year since 2016. He mentioned that the Department is launching a new web portal that he hopes will help increase participation further. He will also be able to better leverage statistical data to enhance the quality of the offerings. Ms. Smith then asked whether the Department has plans for using the new fields being proposed with the new High School. Mr. Angelo said he was very excited about that opportunity.

Mr. Mashburn asked whether the Rec Department would benefit from investment in Recreation Park. Mr. Angelo said that there would be a tremendous benefit and that he has been talking to the Town Administrator about potential Capital improvements to Recreation Park. He indicated that improvements to the fields would help since the Department operating budget has decreased 70% since he began as Director. He is hoping to see money invested in the fields for preventative maintenance in years going forward.

Mr. Waitkevitch asked about key financial priorities for the Recreation Department. Mr. Angelo indicated that his primary goal is increased revenue through increased participation. He noted that the Department was considering non-resident fees. Mr. Angelo then thanked the Board for the discussion and departed the meeting.

Board Chair then moved on to Agenda Item #2b. Mr. Waitkevitch turned the Board's attention to the Finance and Advisory Board page in the current Budget Book. He asked for feedback on the FY21 Accomplishments and the FY22 Goals. Ms. Bowerman suggested adding an item about meeting with the various Town Departments about budget goals in the Accomplishments section. Ms. Gray suggested an FY22 Goal of assisting departments in scheduling large capital purchases.

The Board Chair then moved on to Agenda Item #3. Mr. Waitkevitch asked for feedback on the Annual Report. It was decided to add that 3 members of the Board attended the ATFC conference. There were various small changes to wording in some of the existing bullet points in

the Report. Mr. Memmolo introduced a motion to accept the edits to the Annual Report. Mr. Harmon seconded. All in favor.

Board Chair then moved to Agenda Item #4. Mr. Mashburn began with a Capital Committee update. He noted that the Committee was scheduled to finalize its recommendations for the upcoming Town Meeting. He indicated that the process was difficult because of the uncertainty around revenue in the age of COVID. Ms. Smith asked whether the Capital Committee keeps a list of priorities that it revisits in subsequent cycles. Or whether the Committee starts fresh in each cycle. Mr. Mashburn said that the Town has provided a prioritization of the potential Capital projects. He indicated that the total of all projects on the list comes to about \$3.3M. And the Capital Committee will only be able to approve up to \$1.5M in projects. Mr. Waitkevitch asked about the timeline for the final number. He then answered his own question with the budget calendar (February 12th).

Ms. Smith asked whether the Capital Committee ever follows up on approved projects. Mr. Mashburn replied that the Committee does see projects through and cross them off the list. Ms. Bowerman asked whether the Committee considers revenue generation as a factor in prioritizing projects. Mr. Mashburn said that revenue is a consideration.

Mr. Mashburn then provided a School Building Committee update. He explained that the Town must submit a detailed plan to the State by August. The Town then has 120 days to vote on the approval of the funds that correspond to the plans. He noted that this would most likely be done as a Special Election. Ms. Smith asked whether the Committee would campaign for passage of the funding. Ms. Mashburn answered that he did not know whether campaigning would be allowed.

Mr. Waitkevitch asked for updates from the Board subcommittees, including Water & Sewer. No updates given.

Board Chair then moved discussion to Agenda Item #5. Ms. Smith encouraged Board members to watch the recent Select Board meeting with Senator Lewis and Representative Day. Ms. Smith also suggested having the Board's representatives on the Water & Sewer Board come in and provide updates.

Mr. Harmon introduced a motion to adjourn. Mr. Mashburn seconded; all in favor.