

Stoneham Finance and Advisory Board (FAB)

| | |
|------------------|---|
| Date: | October 2, 2023 |
| Time: | 7p |
| Location: | Stoneham Town Hall Banquet Hall |
| Present: | Mike Memmolo – Chair Jen Gray – Vice Chair Cory Mashburn – Secretary Andrew Harmon , Ed Hurley , Joe Joffe, John Lane, Jeff Moyer, Wendy Smith |
| Absent: | Julianne Bovat |
| Guests: | Dennis Sheehan – Town Administrator Brett Gonsalves – DPW Lori Plourde - Town Accountant |

| | |
|--|---|
| | <p><u>AGENDA</u></p> <ol style="list-style-type: none"> 1. Meeting Minutes – Vote Required 2. Update – Arnold House Advisory Committee 3. October 23, 2023 Town Meeting Warrant – Discussion and VOTE on Recommendation 4. Updates <ol style="list-style-type: none"> a. Capital b. School Building Committee c. Subcommittees 5. Other business – non-deliberative 6. Adjournment - Vote required |
|--|---|

| | | |
|-----------|---|---|
| 1. | <p>Meeting Minutes – Vote Required</p> <p>Discussions about past minute meetings. The Board was presented with minutes from the September 5 and 18 meetings.</p> | <p>Mr. Harmon introduced a motion to accept the minutes as amended for the September 5, 2023 meeting minutes and waive the reading; Ms. Smith seconded; 8 in favor.</p> <p>Ms. Smith introduced a motion to accept the minutes as amended for the September 18, 2023 meeting minutes and waive the reading;</p> |
|-----------|---|---|

| | | |
|-----------|--|---|
| | | Mr. Harmon seconded; 8 in favor; 1 abstain. |
| 2. | <p>Update – Arnold House Advisory Committee</p> <p>Mr. Lane discusses the notes he made from the meeting:</p> <ul style="list-style-type: none"> • Purchase and sale agreement is in place – packet is on the Selectboard section of the Town of Stoneham Website – 1% deposit was put down. • A Special Town Meeting will need to happen to get approval from the town. • A level 1 environmental assessment has been completed. --- documentation on if hazardous material was on the Arnold Place site. • Architect has been approved for the project for \$38,000 – onsite visual assessment, cost estimates, and final report. • Property appraisal is underway. • A lot of discussion about district offices. • Talks about uses to gain revenue for the town or use for town offices happened at the last Arnold House Committee meeting. | No votes needed |
| 3. | <p>October 23, 2023 Town Meeting Warrant – Discussion and VOTE on Recommendation</p> <p>Article 1</p> <ul style="list-style-type: none"> • Floodplain overlay article • Last update for the floodplain was in June 2010. • The town never adopted the 2010 changes. • The is mandated for the town to do. • It is a procedure adoption of town code and the adoption of the map. <p>The committee wrote the below recommendation to be read for Article 1 on Town Meeting on October 23, 2023.</p> <p>Recommendation: The Finance and Advisory Board voted 9-0 favorable action on Article 1.</p> <p>Description: This article adds standardized changes to Floodplain language and Stoneham Floodplain Map from FEMA. This adoption will not make any changes to the Town of Stoneham Floodplain Map. By updating the language the town will remain eligible for potential FEMA funding.</p> | Mr. Harmon introduced a motion of favorable action on Article 1. Ms. Smith seconded; 9 in favor. |

Article 2

- Every 10 years the Assessment office has to go town wide to do reevaluation
- Work is estimated to be around \$50,000
- This is work the town has to be done by law.

The committee wrote the below recommendation to be read for Article 2 on Town Meeting on October 23, 2023.

Recommendation:

The Finance and Advisory Board voted 9-0 favorable action on Article 2.

Description:

Required to fund the state mandated 5-year assessment of Real Property and Personal Property in Stoneham. It is anticipated that the funding (estimated \$50,000) for this assessment will come from Free Cash and extend over 2 fiscal years.

Article 3

- This article allows the Superintendent to approve the work of solar panel on Robin Hood School.

The committee wrote the below recommendation to be read for Article 3 on Town Meeting on October 23, 2023.

Recommendation:

The Finance and Advisory Board voted 9-0 favorable action on Article 3.

Description:

Article 3 will authorize the Superintendent of Schools, with the approval of the School Committee, to lease some land on the grounds of the Robin Hood Elementary School for the purpose of installing solar panels and related solar energy equipment. This includes the installation of solar panels on the roof of the Robin Hood School. Installation of these solar products is necessary to ensure that the new high school achieves the designation of net zero energy building, which will result in significant energy, and financial, savings for the Town. It is envisioned that this lease will be approved for a term of 25-30 years.

Ms. Gray introduced a motion of favorable action on Article 2. Mr. Harmon seconded; 9 in favor.

Mr. Harmon introduced a motion of favorable action on Article 3. Ms. Gray seconded; 9 in favor.

Article 4

- This article allows the town to maintain the arrangement of pay for the commercial piece of solar panels to understand the economic benefit and put together the personal property tax agreement based off that.

The committee wrote the below recommendation to be read for Article 4 on Town Meeting on October 23, 2023.

Recommendation:

The Finance and Advisory Board voted 9-0 favorable action on Article 4.

Description:

Article 4 will allow the Town, through the Town Administrator and/or the Select Board, to execute a Payment in Lieu of Taxes (PILOT) agreement with the vendor selected to install the solar panels and related equipment, at the Robin Hood school. Execution of a PILOT is financially beneficial to Stoneham as it will ensure that the Town receives compensation for the installation of this solar equipment, offsetting the minor loss of property tax revenue resulting from the requirement to lease land at the Robin Hood Elementary School to accommodate the installation of solar equipment.

Article 5

- This article will allow the Selectboard the eliminate the Open Space and Recreation Advisory Committee to create an entire new one.

The committee discussed to have the Selectboard discuss this article and give clearer language and explain if there would be another committee formed or not. FAB would call another special meeting before the Town Meeting to vote on recommendation language if needed.

Article 6

- This article will allow the town to vote of approval of recommendation from the capital committee.

The committee wrote the below recommendation to be read for Article 6 on Town Meeting on October 23, 2023.

Recommendation:

The Finance and Advisory Board voted 9-0 favorable action on Article 6.

Description:

We believe that this article addresses many areas of need in the town of Stoneham. We are happy to see an increase in money towards Streets and Sidewalks. We feel it is important that the town

Mr. Harmon introduced a motion of favorable action on Article 4. Mr. Lane seconded; 9 in favor.

Mr. Harmon introduced a motion to use past language on recommendations for Articles 3 and 4. Ms. Smith seconded; 9 in favor.

Mr. Joffe introduced a motion of favorable action on Article 6. Mr. Harmon seconded; 9 in favor.

| | | |
|------------------|---|---|
| | <p>continues to increase money towards our Streets and Sidewalks to meet the goal of the Pavement Management Study. This Capital Projects Budget will help several town departments and will keep the town in a good position for years to come. This proposed list was developed through a public process with the Capital Improvement Advisory Committee and unanimously recommended by them. The Board remains concerned about continuing the precedent of addressing private/municipal issues at the golf course and urges the town to look for alternative solutions in the future.</p> <p>Article 7</p> <ul style="list-style-type: none"> This article appropriates transfers to the fiscal year budget. <p>The committee wrote the below recommendation to be read for Article 7 on Town Meeting on October 23, 2023.</p> <p>Recommendation: The Finance and Advisory Board voted 9-0 favorable action on Article 7.</p> <p>Description: This article makes certain adjustments to balance the FY24 budget based on lower than anticipated growth and expected state aid. Overall this results in a budget reduction of \$64,500.</p> | <p>Mr. Lane introduced a motion of favorable action on Article 7. Mr. Harmon seconded; 9 in favor.</p> <p>Ms. Smith introduced a motion to accept the language of recommendations for the Town Meeting except for Article 5. Ms. Harmon seconded; 9 in favor.</p> |
| <p>4.</p> | <p>Updates</p> <ul style="list-style-type: none"> a. Capital b. School Building Committee c. Subcommittee <ul style="list-style-type: none"> ➤ Mr. Joffe stated the school department had a listening session for the South School playground project. ➤ Mr. Mashburn stated that the School Building Project a lot of work happening every day. They are adding vapor barriers, interior walls, dry wall, and insulation. School will be finished and ready for the 2024-2025 school year. Everything including the fields will be ready for 2025-2026 school year. | <p>No votes needed</p> |

| | | |
|----|---|---|
| 5. | Other business – non-deliberative <ul style="list-style-type: none">➤ FAB should be getting quarterly budget reports from the Town.➤ The town TA is looking into the grant report card. | No votes needed |
| 6. | Adjournment - Vote required | Mr. Harmon then introduced a motion to adjourn; Mr. Lane seconded; all in favor. |