

Stoneham Finance and Advisory Board (FAB)

Date:	July 1, 2024
Time:	7p
Location:	Stoneham Town Hall Hearing Room
Present:	Mike Memmolo – Chair Jen Gray – Vice Chair Cory Mashburn - Secretary Rod Allen, Joe Joffe, Jeff Moyer, Wendy Smith
Absent:	Andrew Harmon, Adam Jacobs, Jim Wilson
Guests:	None

<p><u>AGENDA</u></p> <ol style="list-style-type: none"> 1. Meeting Minutes – Vote Required 2. Board Officer Elections <ol style="list-style-type: none"> a. Chair b. Vice Chair c. Secretary 3. Board Liaisons and Committee Assignments 4. End of Year Transfers – Vote Required 5. Water and Sewer Update 6. FAB budget sub-committee data collection rubric 7. Updates <ol style="list-style-type: none"> a. Capital b. School Building Committee c. Subcommittees d. Association of Town Finance Committees (ATFC) Update 8. Other Business – Non deliberative 9. Adjournment
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1.	<p>Meeting Minutes – Vote Required</p> <p>Discussions about past minute meetings. The Board was presented with minutes from June 3, 2024 meeting.</p>	<p>Ms. Gray introduced a motion to accept the minutes as amended for the June 3, 2024 meeting minutes and waive the reading; Mr. Joffe seconded; 6 in favor; 1 abstain</p>
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<p>2.</p>	<p>Board Officer Elections</p> <p>a. Chair</p> <p>b. Vice Chair</p> <p>c. Secretary</p> <p>The summer is always the time of year when we have our board elections.</p> <p>After votes and discussion, the following are the FY25 FAB Board Members:</p> <ul style="list-style-type: none"> ➤ Chair – Mike Memmolo ➤ Vice Chair – Jen Gray ➤ Secretary – Cory Mashburn 	<p>Ms. Gray then introduced a motion to elect Mr. Memmolo as Board Chair for the next year; Mr. Mashburn seconded; all in favor.</p> <p>Ms. Smith then introduced a motion to elect Ms. Gray as Board Vice Chair for the next year; Mr. Memmelo seconded; all in favor.</p> <p>Ms. Smith then introduced a motion to elect Mr. Mashburn as Board Secretary for the next year; Mr. Joffe seconded; all in favor.</p>
<p>3.</p>	<p>Board Liaisons and Committee Assignments</p> <p>Discussion of people that wanted to be Board Liaisons to town departments was had. The FAB is the liaison for town departments to be the voice during budget season and to understand each town department’s asks during the budget season.</p> <p>The Liaison chart is attached with these meeting minutes, and it breaks down the liaison for each town department.</p> <p>Subcommittees were discussed and people talked about each one and members volunteered to be on each one. Each sub committee’s make up is the following:</p> <ul style="list-style-type: none"> ➤ Resource Center – Jen Gray, Wendy Smith, Rod Allen ➤ Finance Matrix – Andrew Harmon, Jeff Moyer, Joe Joffe ➤ Fiscal Guidelines – Cory Mashburn, Mike Memmolo 	<p>No votes needed.</p>
<p>4.</p>	<p>End of Year Transfers – Vote Required</p> <p>Discussion of Transferred will be at upcoming Tri Board Meeting</p>	<p>No votes needed</p>

5.	<p>Water and Sewer Update</p> <p>A mailing comes out about Water tests results around the state of Massachusetts.</p>	No votes needed
6.	<p>FAB budget sub-committee data collection rubric</p> <p>Mr. Joffe started discussion about information that was discussed at the last Tri Board Meeting about an override. We need specific information from each department so that the town has all the needs and wants that will enhance the town.</p> <p>Future discussion about an override will be talked about at future Tri Board and Finance and Advisory Board meetings.</p>	No votes needed
7.	<p>Updates</p> <ul style="list-style-type: none"> a. Capital b. School Building Committee (SBC) c. Subcommittees d. Association of Town Finance Committees (ATFC) Update <p>Mr. Mashburn stated that the Capital Committee will probably meet in late August to early September to discuss the upcoming October Town Meeting.</p> <p>Mr. Mashburn stated that new school will be opening for the students in late August just as planned. He stated that the education wings will be finished, but the Auditorium wing will need to be worked on and will probably be finished in September or October.</p>	No votes needed
8.	<p>Other Business – Non deliberative</p> <p>No other business.</p>	No votes needed
9.	<p>Adjournment</p>	<p>Mr. Moyer then introduced a motion to adjourn; Mr. Joffe seconded; all in favor.</p>