



MANCHESTER-BY-THE-SEA

FINANCE COMMITTEE • TOWN HALL
Manchester-by-the-Sea, Massachusetts 01944-1399
Telephone (978) 526-6405 FAX (978) 526-2001

Minutes of the Finance Committee

Thursday, February 16, 2023 7:00 p.m. Town Hall, Room 7, Hybrid for Public

<https://us06web.zoom.us/j/86415616225?pwd=LzI0NFIFT3d6SE9KanpUT1Z6NUEyZz09>

Meeting ID: 864 1561 6225 Passcode: 554264 Dial in: 646.558.8656

MEMBERS PRESENT: Sarah Mellish, Chair, Andy Oldeman, Mory Creighton, Tom Parkins, Dean Nahatis, Peter Twining and Mr. Pratt

SELECT BOARD PRESENT: Becky Jaques, Ann Harrison, and John Round

STAFF PRESENT: Greg Federspiel, Town Administrator, Andrea Mainville, Town Accountant, and Gail Hunter, Administrator

- **Call to Order**

Ms. Mellish called the Finance Committee meeting to order at 7:01 p.m.

The Committee discussed and passed the following budgets for Fiscal Year 2024 Proposed Budget.

The Board of Health introduced Wendy Hainsbee as the Town's new Health Agent. The Board discussed research into recommended requirements for testing on private wells, adding septic system review fees are the largest part of the BOH budget with fees comparable to other towns. The Board is working with DPW on testing procedures for the Town's municipal water system.

Mr. Twining moved to approve the Board of Health budget in the amount of \$196,553.00, Mr. Creighton seconded the motion. The motion passed 7-0.

The Committee suggested that the library's budget be based on need, suggesting that the budget not plan for grants from the State

Mr. Oldeman moved to approve the Library budget in the amount of \$537,530.00, Mr. Twining seconded the motion. The motion passed 7-0.

The library plans to install a drainage system and sump pump in the basement to keep humidity low for preserving books. The system will resolve both ground water and surface runoff. The proposed generator will help provide public refuge during power outages.

*Mr. Twining moved to approve the **Library Capital** budget for flood proofing and a generator in the amount of \$45,000.00, Mr. Creighton seconded the motion. The motion passed 7-0.*

Mr. Twining moved to approve the Parks and Recreation budget in the amount of \$164,904.00, Mr. Oldeman seconded the motion. The motion passed 7-0.

Lifeguard and beach staff salaries are up 33% due to area wide shortages. Captain Dusty's was a high bidder for the canteen, offering \$10,000 for the season including a percentage of their profits.

Mr. Twining moved to approve the Singing Beach budget in the amount of \$214,740.00, Mr. Creighton seconded the motion. The motion passed 7-0.

Mr. Oldeman moved to approve the Tuck's Point budget in the amount of \$30,740.00, Mr. Twining seconded the motion. The motion passed 7-0.

*Mr. Parkins moved to approve the **Parks and Recreation Capital** budget in the amount of \$435,000.00, Mr. Creighton seconded the motion. The motion passed 7-0.*

The School Committee will fund Hyland and Brook Field replacement with debt service. The District plans to preserve their reserve funds for planned improvements and emergencies.

Mr. Creighton moved to approve the MERSD budget in the amount of \$16,819,549., Mr. Oldeman seconded the motion. The motion passed 7-0.

*Mr. Parkins moved to approve the **MERSD debt payment** in the amount of \$2,796,163. Mr. Creighton seconded the motion. The motion passed 7-0.*

Mr. Twining moved to approve Essex North Shore Agricultural and Technical School budget in the amount of \$245,081.00, Mr. Parkins seconded the motion. The motion passed 7-0.

Mr. Oldeman moved to approve the Elections & Registrations budget in the amount of \$117,386.00, Mr. Pratt seconded the motion. The motion passed 7-0.

Mr. Oldeman moved to approve the Parking Clerk budget in the amount of \$33,549. Mr. Twining seconded the motion. The motion passed 7-0.

The Committee discussed the need for additional support in the Building Department and will review the FY25 budget.

Mr. Twining moved to approve the Building Department budget in the amount of \$104,887.00, Mr. Oldeman seconded the motion. The motion passed 7-0.

Mr. Oldeman moved to approve the Planning Department budget in the amount of \$110,262.00, Mr. Parkins seconded the motion. The motion passed 7-0.

Fire Department

The Committee discussed and recommended hiring two trained Fire Fighters for the Fire Department. This will provide for four crews of four firefighters.

Mr. Twining moved to approve the hiring of two trained Fire Fighters, Mr. Oldeman seconded the motion. The motion passed 6-1.

- **Town Administrator Update** – Mr. Federspiel had no update this evening.

- **Updates from Liaisons if any** – There were no updates to discuss this evening.

- **Review Meeting Minutes** – Meeting minutes were not reviewed this evening.

- **Next Meeting Subject Matter**
 - February 23, 2023 – Final MERSD
 - March 2, 2022 – Annual Report, Multi-year Projections and Warrant Articles

- **Other matters, as may not have been reasonably anticipated by the Chair.** There were no additional matters to discuss this evening.

Mr. Oldeman moved to adjourn the Finance Committee meeting; Mr. Creighton seconded the motion. The motion passed unanimously.