



Town of Medway

FINANCE COMMITTEE

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Wednesday, March 13, 2019 – 7:00 PM

FINAL MINUTES

Sanford Hall, Town Hall
155 Village Street

Present: Frank Rossi, Chair; Ellen Hillery, Clerk; Michael Schrader, Sue Segarra, Kevin Dickie, Jim Sullivan-by remote

Absent: Todd Alessandri, Jeff O'Neil, Rohith Ashok

Others Present: Armand Pires, Ph.D., Superintendent, Medway Public Schools, Donald Aicardi, Director of Finance and Operations, Kelly O'Rourke, CIPC Chair and Tracey Malcomb, CIPC Member

At 7:08 PM Chairman Rossi called the meeting to order

Chairman Rossi reminded all to complete the Conflict of Interest class and introduced the newest Finance Committee Member, Kevin Dickey.

CIPC Chair Kelly O'Rourke and Tracey Malcomb, CIPC Member were present to present their Rankings and their presentation for Free Cash. Mrs. O'Rourke explained the CIPC procedures the town and CIPC go through. Departments submit in the fall, their Capital projects with a 5 year useful life that are more than \$5,000. The Town Administrator gathers all the information and presents to CIPC 11/1. CIPC divides the departments and connects with each department head for tours and to understand the priorities of each department. CIPC is the recommending body to the Board of Selectmen.

A spreadsheet was presented with the top 34 recommendations. Appropriations were set with the understanding the BOS will appropriate \$50,000 from the snow and ice budget.

Mrs. O'Rourke explained that the recommendations are ranked within each department by the department head. CIPC members then do research, review the recommendations, attend location visits and then rank individually. The top items are then pulled out and prioritized.

Mr. Schrader and Mr. Dickey asked for a clarification on the methodology used to determine the ranking. Ms. Malcomb spoke to the ranking being subjective.

Mrs. Segarra did concur, as the liaison, that the CIPC does their due diligence in determining the ranking.

School Department Budget

Armand Pires and Donald Aicardi were present to discuss the School Department budget as presented.

Dr. Pires and Mr. Aicardi went through the budget document/slide show and discussed the following:

- Goals
- Look for opportunities for efficiency, staffing and student numbers shift.
- Programs and activities are looked at for efficiencies.
- Look for improvements and cost savings.
- Look at strategic plan goals; make sure budget meets needs of students.
- Central point is improved student learning, social/emotional wellness, innovated teach and leadership, positive learning culture.

Current staffing levels are a starting point.

Community Education, before and after school programs, adult programs, childcare program for town employees were discussed. Community Ed revolving account pays salaries, and now the expenses for their areas will be separated out and paid for by the revolving fund

Medway Extended Day, as a separate program and tuition free kindergarten were discussed, as well as Chapter 70 funds and Circuit Breaker funds.

Mr. Schrader asked about the textbook increase. Dr. Pires explained the expense is for a whole series of books and a change in curriculum based expense.

CHAIRMAN AND LIAISON REPORTS

Liaison reports will be discussed at the next meeting except for the Treasurer's report.

Milford Daily News expense

Mrs. Segarra moved to pay \$78.40 from the Fincom Expense Account to Milford Daily News; Mr. Dickey seconded No discussion VOTE: 6-0-0

Chairman Rossi reviewed which members would provide subcommittee annual reports, they are listed below:

General Government- Frank Rossi

Education-Jim Sullivan and Todd Alessandri

Public Works-Michael Schrader

Public Safety-Sue Segarra and Jeff O'Neil

Affordable Housing-Rohith Ashok

Health and Human Services- Ellen Hillery

Planning and Economic Development- Jim Sullivan and Kevin Dickie

Community Preservation-Ellen Hillery

Evaluation of Parks-Ellen Hillery and Michael Schrader

Parks, Library and Camp Sunshine-Kevin Dickey

Review of Meeting Minutes

Minutes will be reviewed at the next meeting.

Upcoming Meetings and suggested attendees:

March 27- Chief Lynch-Sue Segarra will confirm-Location TBD

April 3-Rich Boucher-Location TBD

April 10-Chief Tingley and Dave D'Amico-Mike Schrader will confirm-Location TBD

At 9:09 PM Mrs. Segarra moved to adjourn; Mr. Dickey seconded. No discussion VOTE: 6-0-0

Respectfully submitted,

Wendy Harrington

****Approved 3/27/19**