



Town of Medway  
**FINANCE COMMITTEE**

155 Village Street  
Medway MA 02053

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Wednesday, July 8, 2020 – 7:00 PM  
Sanford Hall, Town Hall  
155 Village Street

Present in person: Frank Rossi, Chair; Todd Alessandri, Vice Chair; Ellen Hillery, Clerk; Jeff O'Neill.

Participating Remotely: Will Lane; Michael Schrader; Sue Segarra.

Absent: Brian Cowan; Jim Sullivan.

Staff Present: Michael Boynton, Town Manager; Carol Pratt, Finance Director.

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Call to Order

At 7:00 PM Chairman Rossi called the meeting to order, noting that four members were present in the meeting room, and four members were participating remotely via teleconferencing. All votes will be by roll call as is customary with remote participation.

Reorganize Finance Committee for FY21

Chairman Rossi stated that he will relinquish the position of Chair, noting that it is time for someone else to take it on. He thanked Mr. Boynton, Ms. Potter, Ms. Pratt and the Board of Selectmen for all their help and support during the years he was Chair.

At this time, Mr. Alessandri indicated he was willing to take on the role of Chair. **Mr. O'Neill nominated Todd Alessandri as Chairman; Mr. Rossi seconded. No discussion. ROLL CALL VOTE: 7-0-0 (Alessandri, aye; Hillery, aye; Lane, aye; O'Neill, aye; Rossi, aye; Schrader, aye; Segarra, aye).** Mr. Rossi turned the gavel over to Chairman Alessandri.

Mr. Rossi offered to accept the role of Vice Chair as he could provide experienced coverage when Chairman Alessandri is away for work. No other members expressed interest. **Mr. O'Neill nominated Frank Rossi as Vice Chair; Ms. Hillery seconded. No discussion. ROLL CALL VOTE: 7-0-0 (Alessandri, aye; Hillery, aye; Lane, aye; O'Neill, aye; Rossi, aye; Schrader, aye; Segarra, aye).**

Ms. Hillery noted that she was willing to continue to serve as Clerk. **Mr. Rossi made a motion to nominate Ellen Hillery as Clerk; Mr. O'Neill seconded. No discussion. ROLL CALL VOTE: 7-0-0 (Alessandri, aye; Hillery, aye; Lane, aye; O'Neill, aye; Rossi, aye; Schrader, aye; Segarra, aye).**

### Budget Transfer Requests

*The committee reviewed two budget transfer requests.*

Mr. Michael Boynton, Town Manager, stated there are two requests: one for unemployment expenses and one for net metering payments. He briefly explained how unemployment works from the employer perspective, noting that the Town anticipates that an excess of \$6,900 will be necessary to start the next year. Responding to a question from Chairman Alessandri, he explained that these types of transfers are allowed outside of Town Meeting action. Unused funds in one budget line can augment the balance in another. He noted that, technically, the books have to be closed on July 15.

Brief discussion followed including examples of how the budget amount for health insurance is determined. It was noted that this line item is always over-budgeted with the intent to offset any unforeseen hits on it.

**Mr. Rossi made a motion to approve the budget transfer request in the amount of \$10,000 from the Health Insurance Payments Account to the Unemployment Expenses Account for unemployment costs; Mr. O'Neill seconded. No discussion. ROLL CALL VOTE: 7-0-0 (Alessandri, aye; Hillery, aye; Lane, aye; O'Neill, aye; Rossi, aye; Schrader, aye; Segarra, aye).**

Ms. Carol Pratt, Finance Director, reported the Town has been involved in net metering for some time for a project in Carver. There are expenses that Medway shares to run the plan, and the energy that is sold back to the grid comes back to the Town as a credit. This is included in local receipts each year. The ownership of the plan changed last year which disrupted the payment schedule. Those payments will be caught up with 13 payments this year as compared to the 11 payments last year. This is for the electricity component of the cost. Brief discussion followed during which it was noted that this action is just moving the money as it represents payments that would have taken place had the invoices been submitted on a regular schedule.

**Mr. Rossi made a motion to approve the budget transfer request in the amount of \$25,000 from the Health Insurance Payments Account to the Net Metering Electricity Account; O'Neill seconded. No discussion. ROLL CALL VOTE: 7-0-0 (Alessandri, aye; Hillery, aye; Lane, aye; O'Neill, aye; Rossi, aye; Schrader, aye; Segarra, aye).**

### Budget update

Mr. Boynton noted there is no change in guidance from the State relative to COVID-19 reimbursement of expenses. There is no word yet on the Heroes Act. The Town is continuing to prepare for some level of impact beyond the 10% reduction which has already been reflected in the budget. The biggest challenge is determining what it will take for the federal government to provide additional relief. That 10% is based on an expectation of a problem; the Town wants to be prepared. He gave a shout out to Ms. Pratt and the Finance team for their hard work in getting us through the fiscal year. He complimented Mr. Rossi for his leadership these past years and the Finance Committee for its hard work.

### Liaison Assignments for FY21

Brief discussion followed on whether anyone wanted to change their assignments as discussed at the last meeting or if their interests have changed. Minor changes were made as noted in the Liaison Assignments posted on the Town website; Mr. Rossi and Chairman Alessandri will swap spots on their assignments from last year.

Set Committee Meeting Dates for FY21

There was discussion on meeting dates. The regular meeting date is the second Wednesday of each month. However, the November meeting date falls on November 11, Veterans Day, and Town offices will be closed. It is likely that proximity to Fall Town Meeting may necessitate different meeting dates. The August meeting may be cancelled if there are no agenda items.

Review/Approval of Meeting Minutes

*The committee reviewed draft minutes from June 8, 2020.*

**Mr. O'Neill made a motion to approve the minutes of June 8, 2020 as drafted; Mr. Rossi seconded. No discussion. ROLL CALL VOTE: 6-0-1 (Alessandri, aye; Hillery, aye; Lane, abstain; O'Neill, aye; Rossi, aye; Schrader, aye; Segarra, aye; Sullivan, aye).**

Approval of Invoice

*The committee reviewed an invoice from the Association of Town Finance Committees.*

The invoice is for the annual dues for the Medway Finance Committee to belong to the association for Fiscal Year 2021. The annual dues are \$210.

**Mr. O'Neill made a motion to approve payment of the invoice out of the Finance Committee budget in the amount of \$210; Mr. Rossi seconded. No discussion. ROLL CALL VOTE: 7-0-0 (Alessandri, aye; Hillery, aye; Lane, aye; O'Neill, aye; Rossi, aye; Schrader, aye; Segarra, aye; Sullivan, aye).**

Adjourn

**At 7:40 PM Mr. Rossi made a motion to adjourn; Mr. O'Neill seconded. No discussion. ROLL CALL VOTE: 7-0-0 (Alessandri, aye; Hillery, aye; Lane, aye; O'Neill, aye; Rossi, aye; Schrader, aye; Segarra, aye).**

*Respectfully submitted,  
Jeanette Galliardt  
Night Board Secretary*