

ADVISORY AND FINANCE COMMITTEE
Minutes
March 15, 2023, Hybrid Meeting

PRESENT **13 members of the committee were present:**

Gail Butler, Louis Cabana, Kevin Canty, Brian Dunn, Daniel Green, Bruce Howard, Steven Keith, Joe Lalley, Timothy Lawlor, Steve Nearman, Ashley Shaw, Evelyn Strawn, and Robert Zupperoli.

ABSENT **2 members of the committee were absent:** Christine Richards and Bethany Rogers.

Call to Order - The meeting was called to order by Chairman Kevin Canty at 7:00 PM.

Announcements

- **Hybrid Meeting:** This meeting is likely to be conducted in a hybrid format, with some participants attending physically and others attending virtually via a video conference application.
- **Ways to Watch:** The meeting will be airing on Comcast 15, Verizon 47, or on PACTV's YouTube channel which can be viewed at pactv.org/stream.
- **Public Comment:** Any speaker giving public comment is allotted up to 5 minutes in which to speak. Public Comment can be made at the beginning or end of each meeting, or in regard to a particular agenda item the speaker wishes to be heard on
- **Zoom Login Information:** Anyone who wants to attend the meeting virtually, including members of the public who wish to give public comment, can use one of the following methods in which to do so:
 - **Join via Zoom application:** Download the Zoom meeting application on your device, press/click on "Join", then enter Meeting ID: **995 2986 0638**, and then the Meeting Password: **100131**, or
 - **Join via website** (requires microphone): Go to www.zoom.us, click "Join A Meeting" on the top righthand side, and enter the meeting ID: **995 2986 0638**, and then the meeting password **100131**, or
 - **Join via Telephone (voice only):** Dial **929-205-6099** and Enter Meeting ID: **995 2986 0638** and enter Meeting Password: **100131**

Public Comment

Agenda Items

Minutes:

- **Approve February 15, 2023, meeting minutes** – Ms. Strawn noted that Mr. Canty always thanks Ms. White and she wanted to thank her for the outstanding minutes. Mr. Zupperoli noted a spelling change will be incorporated. Mr. Cabana motioned to approve the minutes subject to the correction. Mr. Dunn second. Mr. Green abstained. Motion carried, 11-0-1.
- **Approve February 22, 2023, meeting minutes** – Mr. Howard motioned to approve the minutes as written. Mr. Green second. Motion carried, 11-0-1. Ms. Shaw abstained.
- **Approve February 23, 2023, meeting minutes** - Tabled.

Reserve Fund Transfer Request: Harbor Master -Town Wharf Emergency Repairs – Mr. Gould briefed that while completing a routine 5-year inspection of the Town Wharf there were two repairs identified as "immediate repairs" involving broken and poor condition pile caps located within the main approach to both piers. Additionally, pile cap that supports the concrete deck is severely damaged and it was recommended that this cap be blocked off and not used until it could be repaired. Without an emergency repair, access to the pier will be severely restricted. This pier is a very important structure and is very busy in the summer and therefore they would like to complete the emergency repair prior to the summer season. The Harbormaster is

requesting an Emergency Reserve Fund Transfer of \$49,000 to complete these repairs before the 2023 season. Mr. Lalley asked if the quote was current and sufficient. Mr. Hunter advised it was a couple of months old but they feel it is current. Mr. Nearman asked if this was unexpected. Mr. Gould advised that there haven't been any repairs for some time and until the inspection was complete, they didn't know what to expect. Mr. Zupperoli asked if ARPA funds could be used. Mr. Gould advised they would seek Seaport funds. Ms. Barrett advised that the Town has asked Departments to send requests for ARPA funds to the Town Manager and they will delegate the funds received for priorities. Mr. Keith made a motion to approve the Reserve Fund Request. Mr. Lalley second. Mr. Lawlor advised that he met with Mr. Hunter and saw firsthand the repair needs and he supports this request. Mr. Nearman noticed that the last inspection was 2012 and he thought there was a long period of time between inspections. Mr. Gould agreed and advised that they have committed to 5-year inspections. Motion carried unanimously, 12-0-0.

Reconsider Special Town Meeting Article 9 – Increase Airport Capital Supplemental Appropriation – Mr. Matt Cardillo, Airport Manager, is asking for reconsideration of Article 9 State Police Insulation Replacement due to the bid coming in higher than the estimated total. He is requesting that the original \$50,000 he requested at the February 23, 2023 Advisory & Finance Committee Meeting be increased to \$75,000. He advised that increases in the cost of construction contributed to the bids coming in higher. Mr. Lalley agreed that this has been the trend. Mr. Nearman asked if the State Police have any obligation to pay for the repairs. Mr. Cardillo advised that the Airport owns the building and leases it to the State Police and per the lease agreement the Airport is responsible for the repairs. Mr. Lawlor motioned to reconsider Special Article 9. Mr. Nearman second. Motion carried unanimously, 12-0-0.

Ms. Butler made a motion to recommend the amended Special Article 9 to Town meeting. The total for Special Article 9 is now \$75,000. Ms. Shaw second. Motion carried unanimously, 12-0-0.

Ms. Strawn inquired about how this amendment gets communicated to Town Meeting Members. Chairman Canty advised that a Supplement would be prepared and sent electronically to Town Meeting Members and put on the Town Meeting web page.

Last minute reconsideration or revisiting of Town Meeting Articles - None

Old/New/Other Business – Chairman Canty advised that this would be the last meeting prior to Town Meeting. Mr. Howard asked when the next meeting is scheduled. Chairman Canty advised the next scheduled meeting would be April 19th. Ms. Barrett advised that there may be a request to rescind the balance of the Reserve Fund Transfer relative to the Charter mailing since the cost came in approx. \$10,000 less than requested.

Chairman Canty advised that the Caucus schedule was complete and discussed the committee role at the Caucuses.

Public Comment - None

Adjournment - Ms. Shaw motioned to adjourn. Ms. Strawn second. Motion carried unanimously 12-0-0. The meeting adjourned at 7:57 PM.

Submitted by
Jeanette White
Budget Analyst