

Town of Hubbardston

Finance Committee – Remote Meeting Minutes May 4, 2021

Remote meeting called to order: 6:32 PM via Zoom

Members present remotely: Joshua Lerner, Susan Rayne, Charles Reed, Peter Russell, Maria Tourigny

Other remote attendees: David Nixon, Acting Town Administrator; Laurie Reed, Town Clerk; Dr. Sheila Muir, Superintendent, Quabbin Regional School District; Cheryl Duval, Director of Administrative Services, Quabbin Regional School District; Richard Jones, Open Space Committee Member; Susan Worth, Open Space Committee Member

Ms. Reed facilitated the remote meeting via Zoom and introduced the meeting as being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

- 1) *Invited guests: Dr. Sheila Muir, Superintendent of Schools, QRSD, and Ms. Cheryl Duval, Director of Administrative Services, QRSD, to discuss April 27, 2021 revisions to FY2022 QRSD budget.* Dr. Muir presented the District's FY2022 budget priorities, first reviewing the District's FY2021 expenses and staffing. She noted that in FY2022 attendance was expected to be hybrid (partially remote and partially in person/on premises) and that two additional tech specialist employees were recommended to be added in lieu of the consultants the District had engaged. In particular, Dr. Muir noted the social, emotional and behavioral needs of the students as they continued their education during the pandemic and discussed plans to address those needs. She also noted that the District planned to use funds from the various COVID grants it had received to supplement its revenues through FY2025. Ms. Duval noted that specific grants would be used to fund new positions shown in the District's FY2022 budget and that the District was in the process of preparing multiyear budget and financial plans. Dr. Muir and Ms. Duval reviewed updated member town assessments calculated as a result of the further information received by the District since its original budget hearing in March 2021. Ms. Rayne thanked both Dr. Muir and Ms. Duval for their attendance and participation and they left the meeting at approximately 7:00 PM.
- 2) *Other/new business.* Ms. Rayne noted that because Mr. Jones and Ms. Worth were already in attendance it would be appropriate to have them address the Committee at this time. They proceeded to inform the Committee about the warrant article proposed by the Community Preservation Committee with respect to the Fieldstone Farm conservation easement grant and to ask for the Committee's support of that article. Ms. Rayne thanked both Mr. Jones and Ms.

Worth for their attendance and participation and they left the meeting at approximately 7:20 PM.

The Committee then discussed with Mr. Nixon the possibility of naming a Committee member to the Community Preservation Committee.

3) *Town Administrator Report:*

- a) *FY2022 Budget Status* – Mr. Nixon reported that he had made only modest changes to Mr. McLane's March 15, 2021 budget, in particular to address increases in training expenses for the Police Department that were required by the Police Reform Act. He further noted that all member Towns with the exception of Hardwick were satisfied with the updated QRSD member town assessments.
- b) *Other operational and capital budget, revenue, and expenses matters* – With respect to FY2021, Mr. Nixon reported that the Town remained on target, with revenues and expenses appropriately balanced for the period ending April 30, 2021.
- 4) *CIPC representative report.* Mr. Reed reported that the Capital Improvement Planning Committee expected to report at the Annual Town Meeting regarding its recommendations for a new Public Safety building.
- 5) *Review of anticipated FY2022 Annual Meeting warrant articles and discussion of provisional recommendations.* The Committee reviewed the warrant articles with Mr. Nixon and discussed provisional recommendations.
- 6) *Adjournment.* Upon motion made by Mr. Reed and seconded by Ms. Tourigny, it was unanimously by roll call vote

VOTED: To adjourn.

Adjourned at 8:20 PM.

Minutes submitted by:
Minutes approved by:

Susan Rayne, Clerk *Pro Tem*
Susan Rayne, Chair



Susan Rayne

June 7, 2021

Date