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**Meeting Date:** May 27, 2020

**Present:**  Chair Dufour, Vice Chair Dowd, Clerk Conley, Wiech, Kasberg, Corbosiero, Dewsnap, Grace, Moses

**1. Call to order:** 6:30 PM by Chair Dufour

**2. Public Comments:**

* Citizens were invited to comment but none chose to do so.

**3. Approval of Minutes:**

* Minutes of 12/17/19 approved as written 9-0

**4. FY20 Update & FY21 Executive Summary:**

* FY20:
	+ As of EOM April 90% of anticipated revenue had been received.
	+ Waiting as long as possible to potentially use the Free Cash intended for snow and ice removal to cover budget shortfalls.
	+ Expenses reduced for things air conditioning in empty buildings have been done.
	+ Expense for PPE for public safety and staff was unanticipated but hopefully can be covered by Federal funds provided by the “Cares Act”.
	+ Some staff members were furloughed but were primarily those providing services that could not be provided and were funded by other programs.
* FY21:
	+ “At the beginning of March 2020, the Town was looking at an additional $3.5+/- million in additional revenue going into the new fiscal year on July 1st. As of Memorial Day, the Town is looking at least $1.7 million less than expected from local revenue sources (receipts, tax levy)” TA Hellen
	+ “The bottom line is FY21 will be a very turbulent road, if not a devastating one that will likely have far reaching effects on the service delivery to the community. The situation will require every department to develop new protocols, question spending, rethink service delivery and prepare for unchartered territory. The situation will also require significant engagement from all stakeholders and citizens in the community. Be prepared for a lot of change.” TA Hellen
	+ “As has been noted for several years, the Town was going to be in difficult fiscal times prior to COVID-19. The pandemic will only expedite these realities the Town Administration and respective boards and committees have been discussing publicly for many years.” TA Hellen
	+ “I can safely say that FY22 and FY23 will see even larger challenges. However, those times are so far in the distance, it is impossible to model out what those years will look like.” TA Hellen
	+ “The budget before the community this evening is only a blueprint” TA Hellen
	+ General Budget Highlights:
		- Budget will be continually updated as new info becomes available.
		- Revisions will be made and presented several times.
		- New spending policies will be developed in the next several months. Budgeted money may not be spent.
	+ Revenue Highlights:
		- Budget stabilization is depleted.
		- Tax levy will be reduced $450,000 due to reduced new growth.
		- State Aid is completely unknown. Original estimates showed a net decrease of $120,000 +/-.
			* A 5% cut in state aid would result in a reduction of $1,617,929
			* A 10% cut in state aid would result in a reduction of $3,235,858
			* A 15% cut in state aid would result in a reduction of $4,853,787
			* A 20% cut in state aid would result in a reduction of $6,471,716
			* A 25% cut in state aid would result in a reduction of $8,089,645
		- Local Receipts show the largest drop - $1.7 million vs a $500,000 increase.
		- Host Community Agreements will still result in $275,000 for the schools and $25,000 for the SAFE coalition.
	+ Expenditure Highlights:
		- Schools will see a $500,000 increase over FY20 in the operating budget and the $275,000 noted above.
		- Health care and pensions cost are up $956,011 for the municipal side NOT including the schools.
		- The agreed upon 2% COLA for FY21 will remain in effect.
		- The state urged merger of the Mendon/Millville dispatch center into the MECC on 1/21 will have a positive effect of $670,000+/- effect on the operating budget. Scheduled for 1/21 thus have a ½ year budget.
	+ Other Highlights:
		- Debt is very low thus allowing potential relief on the free cash use for infrastructure etc.
		- Library shows no reduction thus allowing maintaining the minimum spending to avoid a waiver.
		- No reductions proposed i Senior Center, Veterans Department, Town Clerk, Finance Departments, Human Resources, Planning, Inspections, Technology, Police and Fire.
		- Some changes to the Board of Health – they have been hit hard by the COVID-19.
		- Recreation department cut 25% due to slow return to activities. Cut $12,000 for concerts on the common pending further info on other REC department programs.
		- DPW $150,000 in expense reductions. Stormwater will be a focus in FY21. Details in DPW budget.
		- Facilities reduced $500,000 – see the budget.
* **Department Summaries:** For a detailed description of departmental budgets please go to

<https://www.franklinma.gov/sites/franklinma/files/uploads/2020-05-27_fy_2021_budget_message_narrative_final.pdf>

* + Town Council
		- No changes total $4,000
	+ Town Administrator
		- Total $406,979 decrease of $13,000 from last year
	+ Finance Committee
		- No changes total $1,500
	+ Comptroller
		- Total $538,148 increase of $8,000
	+ Assessors
		- Total $463,153 increase of $33,000
	+ Treasurer Collector
		- Total $420,100 decrease of $1,000
	+ Legal
		- Total $167,584 decrease of $59,000
	+ Human Resources
		- Total $199,475 increase of $8,000
	+ Town Clerk
		- Total $206,597 increase of $20,000
	+ Elections
		- Total $52,621 decrease of $5,000
	+ ZBA
		- Total of $6,000 increase of $1,000
	+ Planning/Conservation
		- Total $355,579 increase of $13,000
	+ Agricultural Commission
		- Total $1,000 new this year
	+ Public Property & Buildings
		- Total $7,040,675 decrease of $352,000
	+ Central Services
		- Total of $123,000 decrease of $6,000
	+ Police
		- Total $5,741,474 increase of $397,000
	+ Fire
		- Total $5,999,900 increase $587,000
	+ Dispatch (MECC)
		- Total $447,355 decrease $700,000
	+ Inspections
		- Total $408,212 decrease $8,000
	+ Animal Control
		- Total $76,700 increase $3,000
* **6. Adjournment – 8:55PM**