

Warrant Advisory Committee Meeting Minutes

Salisbury Public Library, Meeting Room 09/27/2022, 6:30 PM

Attendees: Neil Harrington (NH), Karen Snow (KS), Angelica Medina (AM), Tom Treat (TT), Larry Cuddire (LC), Don Egan (DE), Stephen Roth (SR), David Holscher (DH)

1. Call to Order. Chair called the meeting to order at 6:34 PM
2. Approve Meeting Minutes from 05/03/2022
Move: LC
Second: TT
Abstain: DE
Vote: Unanimous in favor
3. FY2022 Year End Review
 - a. KS provided detailed information regarding financial status. Auto revenue was down, but parking receipts were up which will be reflected in FY2023. There was a \$65K shortfall, adjustments being made for FY2023.
 - b. Enterprise fund returns positive, revenue up.
 - c. Water Enterprise Fund: \$80K shortfall in revenues, but not over budget overall. This is considered an anomaly due to billing timing with Town takeover from Pennichuck. Anticipate this to be self-correcting for FY2023.
 - d. Town added to reserve funds, with positive impact to long-term bond ratings.
 - e. Selectmen adopted financial policies which define reserve fund goals, approvals to budgeting, etc.
 - f.
4. Draft Warrant Articles – Summary by NH

Approximately \$1.7M in free cash; if all articles are approved, will be approximately \$400K left for Spring 2023.

 - a. Twenty-nine articles reviewed, article comments of particular note:
 - a. ARTICLE ONE: Transfer \$100,000 from Free Cash to the Stabilization Fund.
 - b. ARTICLE THREE: Transfer \$110,000 from Free Cash to the Compensated Absence Reserve Fund.
 - c. ARTICLE FOUR: Transfer \$700,000 from Free Cash to the FY2022 General Fund budget line item 0101.0413.5214 (DPW Street Maintenance). Four streets are being paved this Fall.
 - d. ARTICLE ELEVEN: Appropriate \$147,994.44 from PEG Access and Cable Related special revenue to support the provision of public, education and government access cable television service: 100% Comcast payments to the Town for FY2022 annual Cable-Related Equipment/Facilities Funding plus two quarterly Franchise Fee payments for January-June 2022 period, sections 6.3 & 7.2 respectively to the Town's Cable TV Renewal License contract.
 - e. ARTICLE SIXTEEN: Transfer \$150,000 from Free Cash to FY2023 budget line item 0100.0413.5850, DPW Capital Outlay, Vehicles and transfer \$65,000 previously

appropriated, (Article 10, 05/17/2021 Special Town Meeting) to purchase a new trash truck with rear packer.

- f. ARTICLE TWENTY-THREE: Transfer \$90,000 from Free Cash to FY2023 line item 0100.0910.5199 (Insurance and Benefits – Personal Salary Reserve) for funding portions of recently settled CBA agreements between the Town and various Town employee unions.
- g. ARTICLE TWENTY-SEVEN: Amend Zoning Bylaw to transfer ZBA member appointing authority from Town Manager to the Board of Selectmen. This is a citizens' petition.
 - i. Town Counsel to review.
- h. ARTICLE TWENTY-EIGHT: Transfer appointing authority from Town Manager to Board of Selectmen.
 - i. Town Counsel to review.
- i. ARTICLE TWENTY-NINE: New Ground-Mounted Solar Photovoltaic Installations Bylaw. Another citizens' petition.

5. New Business

6. Other Business:

- a. Chair introduced new Warrant Advisory Committee members Don Egan and Stephen Roth and thanked John Moak, former chair, and Sue Bartlett, long-time member, for their service.
- b. Next meeting, 10/11/2022, public hearing on warrant articles at 6:00 PM in Library Community Room.

7. Adjournment

Move: LC

Second: TT

Vote: Unanimous in favor. Meeting adjourned at 7:40 PM

Respectfully submitted,

David Holscher, Clerk