

## Advisory Committee Meeting Minutes

Meeting Date – June 28, 2022

Meeting held at Town Hall with hybrid remote option.

**In Attendance:** J. Strehle, G. Danis, N. MacDonald, B. Black (remote), D. Cooper, R. Curley (remote), K. Dziergowski, A. Macdonald, A. McElaney (remote), S. Melia, E. Sheehan, T. Sherwood, Town Accountant S. Nickerson.

**Absent:** D. Anderson, M. Goulet, C. Kirk

### 1. Call Meeting to Order

At 7:02pm Chair Strehle called the meeting to order and read the following statement:

“This meeting is being in person and/or remotely as an alternate means of public access pursuant to Chapter 22 of the Acts of 2022 and all other applicable laws temporarily amending certain provisions of the Open Meeting Law. You are hereby advised that this meeting and all communications during this meeting may be recorded by the Town of Hingham in accordance with the Open Meeting Law. If any participant wishes to record this meeting, please notify the chair at the start of the meeting in accordance with M.G.L. c. 30A, § 20(f) so that the chair may inform all other participants of said recording.”

### 2. Comments from the Public Regarding Items Not on the Agenda

None

### 3. Approval of Minutes from May 24, 2022

Deferred.

### 4. Approval of Interdepartmental, Intradepartmental and Reserve Fund transfer requests for FY22

Chair Strehle reviewed transfer types and the voting process.

Town Accountant Nickerson reviewed the interdepartmental transfer requests:

- DPW-Expenses resulting from the October 2021 windstorm. Transfer request of \$460,000
- DPW-Snow & Ice - Transfer request of \$391,620
- Workers Compensation - major injuries to several municipal and school employees. Transfer request of \$320,000
- Legal Services - legal expenses for FY22. Transfer request of \$250,000
- Unemployment - for municipal and school employees. This number is higher this year due to COVID. Transfer request of \$66,201.
- Town Meeting - to cover the additional costs of an outdoor ATM. Transfer request of \$6,900.

The transfers approved by roll call vote, 10-0.

Town Accountant Nickerson reviewed the inter department transfer requests:

- Group Insurance to Debt Service. Transfer request of \$139,346
- Animal Control Salaries to Police Department Salaries - \$9,775
- Town Clerk Salaries to Elections Salaries & Expenses - \$6,784
- Veteran Services Salaries to Celebrations Expense - \$3,500
- Animal Control Expenses to Police Department Salaries - \$3,000
- Select Board Expense to Human Resource Expense - \$1,600
- Veteran Services Salaries to GAR Hall Expense - \$1,000

The transfers were approved by roll call vote, 10-0.

*Approved July 19, 2022*

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Town Accountant Nickerson review the intra department transfers:

- DPW Salaries to DPW Road Building - \$230,000
- Town Clerk Salaries to Town Clerk Expenses - \$23,740
- Police Expenses to Police Salaries - \$25,000
- Recreation Salaries to Recreation Expenses - \$18,500
- Town Hall Expenses to Town Hall Salaries - \$6,000
- IT Expenses to IT Salaries - \$1,429
- Historical Preservation Expenses to Salaries - \$1,200
- Treasurer/Collector Expenses to Treasurer/Collector Salaries - \$871

The transfer requests were approved by roll call vote, 11-0.

### **5. Authorization of incoming Chair to approve reserve fund transfer requests, interdepartmental transfer requests and intradepartmental transfer requests not to exceed \$10,000 between 7/1/2022 and 7/15/2022**

Chair Strehle noted that this authorization is done to allow the new chair to approve smaller last-minute transfer requests without having to call a full Advisory Committee meeting.

Approved by roll call vote, 11-0.

### **6. Liaison Reports**

- Ms. Cooper reported that Tim White and Nancy Kerber are leaving the Affordable House Trust. The HAHT also put an offer on a portion of the Old Ship Parish House property to be used for expansion of the Lincoln School Apartments, which was declined. Mr. Curley moved that the Advisory Committee officially commend Tim White and Nancy Kerber for their exemplary service to the Town. Approved by roll call vote, 11-0.
- Mr. McElaney reported that the Master Plan has been finalized and is now available on the Town's website.
- Mr. Danis reported that School Committee Chair Michelle Ayer requested a meeting for ACES and the new members of the School Committee and School Administration as a 'meet and greet'. Scheduled for July 15th.
- Mr. Danis reported that the Foster School Building Committee has started meeting with the permitting boards in Town. These meetings will take place over the next two months. The expectation is that approval will be given in September. Final approval for the project will come from the State, hopefully also in September.
- Mr. Curley reported that work on the Maintenance Building at SSCC is progressing and that the Pool project is now in meetings with the permitting boards and going well.

### **7. Discussion of Advisory Committee housekeeping items**

Chair-elect Danis – noted the following upcoming dates:

- STM is now scheduled for Tuesday, November 1st
- Meeting with the Foster and PSF Building Committees to hear updates on their projects. Will be either July 14th or July 19th. This will also be the first meeting with the new AdCom members. Plan is to start the meeting at 6:30 so we can meet initially.
- Other meetings:
- Assessors to discuss tax rates
- Town Administrator and team to discuss Town finances
- August 31st - September 22nd - Mr. Danis will be out of the country
- The Town Administration is working to develop a timeline for the Warrant.

*Approved July 19, 2022*

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### **8. Matters not anticipated within 48 hours of meeting**

Meeting Minutes for June 22, 2022, Open Session were approved by roll call vote, 8-0

### **9. Adjourn to Executive Session, not to return to Open Session, for the purpose of Approval of June 22, 2022, Executive Session minutes pursuant to M.G.L. c. 30A, § 21(a)(7) and § 22(g)**

The Advisory Committee voted to adjourn into Executive Session to vote on the minutes from June 22, 2022, Executive Session. Approved by roll call vote, 11-0

### **Documents Distributed for this Meeting**

- Agenda
- Draft minutes for May 24, 2022
- Draft minutes for June 22, 2022
- Reserve Fund Transfers 2022

Respectfully submitted,

Nancy MacDonald  
Advisory Committee Secretary

*Approved July 19, 2022*