



TOWN OF SHREWSBURY

Board of Selectmen Meeting
Board of Selectmen's Meeting Room
Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5398

Tuesday, June 30, 2020 - 6:30 PM

BOARD OF SELECTMEN WORKSHOP MINUTES

Important Notice: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the **Shrewsbury Board of Selectmen** will be conducted via remote participation to the greatest extent possible. All meetings and hearings listed in the agenda will also be done so through remote participation. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the town's website, at www.shrewsburyma.gov/coronavirus. For this meeting, members of the public who wish to listen may dial [+1 407-986-0574] and enter the following pin: [721 177 566 #]. Please mute your device. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

Present: Ms. Beth Casavant, Chair, Mr. John Lebeaux, Vice-chairman, Mr. John Samia, Clerk, Mr. Maurice DePalo, Selectman, Mr. James Kane, Selectman

Also Present: Mr. Kevin Mizikar, Town Manager, Ms. Kristen Las, Assistant Town Manager

1. Call to Order

Ms. Casavant called the meeting to order at 6:30 pm and read the remote script verbatim.

2. FY2020 and FY2021 Financial Discussion

Mr. Mizikar had no updates on FY20. Mr. Mizikar reviewed a document that detailed FY21 Fiscal Projection 2 with two options. Option A includes the reduced spending plan submitted by department heads. On average departmental spending has been reduced 2.5% from the original budget prepared in February. Mr. Mizikar reviewed the main changes between option A and option B through the various departments. The Board discussed the multi-year impact of budget cuts and the timeline to fully fund the retirement system. Mr. Mizikar stated that with \$350k transferred out of pension into the operating budget, with a mild to moderate market, \$4.2 million of funding would have to be provided each year for the next 4 years in order to become fully funded. Mr. Kane asked for clarification for other multi-year impacts from these budget reductions. Mr. Samia commented that DESE funding and CARES act should bridge the gap of funds lost from the school department due to Covid-19 expenses. The sense of the Board was to proceed with Option B.

3. FY2021 Board of Selectmen Goals

The Board referred to the goals that were drafted October 22, 2019 but never adopted. Ms. Casavant stated that the Board would discuss these goals and vote on them at a future meeting. Mr. DePalo stated that he believes the goals are still valid and the Board may want to add something specific to the Covid-19 crisis. Mr. Lebeaux suggested adding a commitment to making investments in our reserves a priority. Mr. Samia stated that education should be included in the tactical areas within the goals. Ms. Casavant would like to include additional language along with inclusivity and equity tactical areas. Mr. Mizikar would like to follow the Board's goals with a presentation of his goals. The Board would like to vote on their goals at the first meeting in August. Mr. Kane said there should be recognition that there are instances and extraneous requirements/obligations like COVID-19 that may impact the Town's ability to deliver on these goals in any particular year.

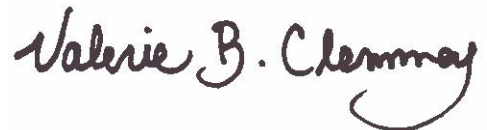
4. **Board of Selectmen Meeting Schedule**

The Board discussed the need to have additional workshops regularly. Mr. Kane suggested holding meetings at 6pm before regular scheduled meetings. Mr. Samia suggested standalone meetings after town meeting in order to discuss long-term projections for FY22. Ms. Casavant will discuss the schedule for meetings in September and October to discuss the long term budget process.

5. **Adjourn**

On a motion by Mr. Lebeaux, seconded by Mr. Samia, the Board unanimously voted, on a roll call vote, Mr. DePalo, yes, Mr. Lebeaux, yes, Mr. Kane, yes, Mr. Samia, yes, Ms. Casavant, yes, to adjourn at 7:40 pm.

Respectfully Submitted,



Valerie B. Clemmey
Administrative Assistant to the Board of Selectmen

Referenced Materials

October 22, 2019 BOS Goals
FY21 Fiscal Projection 2- Option A & Option B Summary

Draft Working Document
Based upon BOS meeting October 22, 2019

Purpose Statement

The Town of Shrewsbury is dedicated to fostering a vibrant and safe community for all to thrive.

Organization-wide Goals

- A. Enhance communications with all residents and business owners through strategic engagement plans that provide a way for residents to understand the role, actions and accomplishments of the Town and its individual departments.

- B. Invest in the employees and service models of the Town of Shrewsbury through continuing education and other means to enable Shrewsbury to be known for its customer service and service delivery excellence through sustainable business processes and practices.

Tactical Areas of Focus:

*Inclusivity and Equity
Interdepartmental Communications*

Strategic Goals

Administration & Finance

- A. Maintain and protect the Town's strong financial position as evidenced by its AAA Bond Rating.

- B. Continue to proactively maintain the capital assets of the Town through annual investment.

Tactical Areas of Focus:

*Long Term Financial Planning
Police & Municipal Campus Feasibility Study Project*

Community Development

- A. Ensure the Town can meet the needs of all residents by providing exceptional services, being well positioned to capture and create future economic growth, and provide and promote housing opportunities across all levels of affordability.
- B. Continue efforts that bolster the revitalization of the Town Center including but not limited consideration of alternative land use plans, partnerships with interested groups and property owners and ensuring 1 Maple Avenue is redeveloped to its best and highest use once it is disposed of.
- C. Reduce barriers for commercial and industrial development that are currently in place due to historic development patterns and increasing regulation.

Tactical Areas of Focus:

Water Quality

Parks & Recreational Facilities

Human Services

- A. Develop/Enhance the Town’s Human Services Programs to provide opportunities for all residents to enhance their physical, social and emotional health and wellbeing.

Tactical Areas of Focus:

Future Human Services Delivery Model

Public Safety

- A. Provide for the safety and security of all residents which is fundamental to the quality of life and economic vitality of Shrewsbury residents.
- B. Ensure adequate staffing levels and facilities to ensure the safety of the public and service providers.

Tactical Areas of Focus:

Public Safety Communications and Facilities

Traffic/speed enforcement

BOS Directive - Climate Change

The Board of Selectmen directs the Town Manager to take all reasonable efforts to ensure climate related changes are considered in all future planning efforts. Further,

the Town Manager will take proactive steps to reduce the Town's energy consumption and reduce its carbon footprint when acquiring, upgrading and constructing new capital assets.

BOS Directive - Housing

Affordable Housing?

Residential Growth?

	FY21 FP TWO OPTION B	Difference Option B to FP 1 1/2	FY21 FP TWO OPTION A	Difference Option A to FP 1 1/2	FY 2021 FP1 1/2
PERSONNEL BOARD	\$164,394	-\$97,357	\$160,894	-\$100,857	\$261,751
SELECTMEN	\$17,385	-\$5,145	\$17,385	-\$5,145	\$22,530
TOWN MANAGER	\$567,821	-\$25,209	\$549,064	-\$43,966	\$593,030
FINANCE COMMITTEE	\$233,945	-\$55	\$233,945	-\$55	\$234,000
ACCOUNTANT	\$259,754	-\$5,915	\$259,754	-\$5,915	\$265,669
ASSESSORS	\$333,728	-\$14,325	\$333,728	-\$14,325	\$348,053
TREASURER-COLLECTOR	\$427,148	-\$14,716	\$427,148	-\$14,716	\$441,865
TOWN COUNSEL	\$171,802	-\$7,398	\$171,802	-\$7,398	\$179,200
TOWN CLERK	\$169,517	-\$3,950	\$169,517	-\$3,950	\$173,467
ELECTION AND REGISTRATION	\$168,017	-\$4,165	\$168,017	-\$4,165	\$172,182
CONSERVATION COMMISSION	\$300	\$0	\$300	\$0	\$300
PLANNING & ECON. DEV.	\$77,188	-\$2,455	\$77,188	-\$2,455	\$79,643
PLANNING BOARD	\$1,930	-\$70	\$1,930	-\$70	\$2,000
BOARD OF APPEALS	\$2,900	-\$750	\$2,900	-\$750	\$3,650
PUBLIC BUILDINGS	\$4,157,559	-\$148,422	\$4,154,559	-\$151,422	\$4,305,981
POLICE DEPARTMENT	\$5,526,450	-\$119,360	\$5,476,450	-\$169,360	\$5,645,810
FIRE DEPARTMENT	\$3,854,328	-\$123,617	\$3,839,328	-\$138,617	\$3,977,945
BUILDING INSPECTOR	\$452,446	-\$18,975	\$452,446	-\$18,975	\$471,421
WEIGHTS & MEASURES	\$8,900	-\$100	\$8,900	-\$100	\$9,000
EMERGENCY MANAGEMENT	\$12,371	-\$449	\$12,371	-\$449	\$12,820
FORESTRY	\$79,775	-\$2,375	\$79,775	-\$2,375	\$82,150
OPEB	\$401,191	-\$50,000	\$451,191	\$0	\$451,191
PENSIONS	\$4,886,774	-\$350,000	\$5,236,774	\$0	\$5,236,774
PUBLIC WORKS - ADMINISTRATION	\$683,975	\$2,100	\$674,175	-\$7,700	\$681,875
TOWN ENGINEER	\$372,632	-\$13,515	\$372,632	-\$13,515	\$386,147
HIGHWAY	\$2,110,001	-\$76,527	\$2,110,001	-\$76,527	\$2,186,528
STREET LIGHTING	\$110,000	\$0	\$110,000	\$0	\$110,000
CEMETERIES	\$151,253	-\$100	\$151,253	-\$100	\$151,353
HEALTH	\$221,538	-\$1,217	\$221,538	-\$1,217	\$222,755
COUNCIL ON AGING	\$277,053	-\$17,706	\$277,053	-\$17,706	\$294,759
VETERAN'S SERVICES	\$212,960	\$0	\$212,960	\$0	\$212,960

	FY21 FP TWO OPTION B	Difference Option B to FP 1 1/2	FY21 FP TWO OPTION A	Difference Option A to FP 1 1/2	FY 2021 FP1 1/2
COMMISSION ON DISABILITIES	\$483	-\$18	\$483	-\$18	\$500
LIBRARY	\$1,447,976	-\$41,855	\$1,447,976	-\$41,855	\$1,489,832
PARKS AND RECREATION	\$467,643	-\$9,240	\$467,643	-\$9,240	\$476,883
SCHOOLS	\$67,068,322	-\$900,000	\$66,768,322	-\$1,200,000	\$67,968,322
INTEREST AND MATURING DEBT	\$12,997,405	\$0	\$12,997,405	\$0	\$12,997,405
Employee Assistance Program	\$2,750	\$0	\$2,750	\$0	\$2,750
Group Health and Life Insurance	\$12,390,000	-\$69,838	\$12,390,000	-\$69,838	\$12,459,838
Medicare	\$1,060,000	-\$41,721	\$1,060,000	-\$41,721	\$1,101,721
Unemployment Compensation Insurance	\$200,000	\$110,000	\$200,000	\$110,000	\$90,000
Radio Maintenance	\$10,421	\$0	\$10,421	\$0	\$10,421
Gasoline and Oil	\$364,150	-\$30,850	\$364,150	-\$30,851	\$395,000
Printing/Postage/Stationary	\$94,000	-\$4,000	\$94,000	-\$4,000	\$98,000
Memorial Day	\$4,000	-\$1,500	\$4,000	-\$1,500	\$5,500
General Insurance	\$870,000	-\$30,000	\$870,000	-\$30,000	\$900,000
Information & Technology	\$865,000	-\$10,131	\$865,000	-\$10,131	\$875,131
Telephone System	\$32,515	\$0	\$32,515	\$0	\$32,515
OPERATING SUPPORT (UNCLASSIFIED)	\$15,892,836	-\$78,040	\$15,892,836	-\$78,041	\$15,970,876
TOTAL	\$123,989,698	-\$2,130,925	\$123,989,640	-\$2,130,983	\$126,120,623