

Minutes
Sherborn Advisory Committee, Virtual on Zoom
January 18, 2023

Members present: Dan Sichel (Chair), Steven Tsai (Vice Chair), Wassim Bassalee, Peter Gallitano, Steve Geremia, Jane Materazzo, Nora Lynch Smith, Natalie Weare, Mike Winters

The meeting was called to order at 7:02 pm.

Reading of meeting agenda

- FY24 Budget Review
 - SB/Legal
 - Information Technology
 - Insurance
 - Zoning Board
 - Farm Pond
- Discussion of plans for March 18, 2023 Public Hearing
- Addition of topics not reasonably anticipated by chairperson 48 hours in advance of meeting.
 - Peter Gallitano suggested adding a discussion of the Town's Budget Process to the agenda.
 - The Committee approved the revised agenda: 8 yes - 0 no (only 8 committee members present for this vote)

Liaison Reports

Capital Budget Committee

Fire Department – Requesting new vehicle (Chevy Tahoe). Expect trade-in of about \$4,000 on current vehicle.

Police Department – Requesting two new vehicles. Anticipating one will be 100% EV and the other will be a hybrid. (Difficulties getting these last year because of supply chain issues.)

Select Board – Held Budget Review meeting on Saturday, January 14, 2023. Dan Sichel presented an overview of the 5-year budget projections discussed at a prior Advisory meeting.

FY24 Budget Review

Select Board/Legal - Jeremy Marsette

Consulting hours rise over years is primarily HR consulting.

Legal - level funded budget. Historically funded at \$80,000. Year-to-date is \$50,000. If spending exceeds budgeted amount, will be made up with end-of-year transfer.

Information Technology – Klaus Ullmann

We are in year two of a multi-year development plan. Focusing on consolidating common needs, cyber security, phone lines, etc. Even though the budget looks like it is expanding noticeably – a portion of that expansion is pulling lines that previously were in other department budgets and request by Advisory for additional info where other budget lines are decreasing. Also discussion about whether any budget lines still in other Department budgets that should be consolidated to IT. The proposed increase in the equipment line includes updating servers and other equipment - trying to be pro-active on hardware before catastrophic failure.

Zoning Board – presented by Jeanne Guthrie

Farm Pond – presented by Jeanne Guthrie

Revolving fund limit proposed at \$160,000. Increasing salaries for summer staff - but sticker fees should cover expenses. No anticipated capital costs.

Property/Liability Insurance – presented by Jeremy Marsette

Largest increase is due to library building nearing completion and needing to be added back into insurance policy. Provider has guided toward 8 percent increase for FY24 with updated information to be provided as available.

Discussion of plans for Public Hearing – preference of Committee members for all Zoom meeting rather than hybrid or in person.

Discussion of Town's Budget Process – Wide-ranging discussion among Committee members and Jeremy Marsette (Town Administrator). Jeremy briefly described processes used by some other Town and noted that grants are potentially available to support an update of the Town's budget process. Agreed to discuss further at subsequent meetings.

Approval of the minutes from January 11, 2023. 9-0

Next meeting Wednesday, January 25, 2023. Motion to adjourn at 9:17pm Approved 9-0.

Respectfully submitted,
Natalie Weare