



Natick Finance Committee

Pursuant to Chapter 40, Section 3 of the Town of Natick By-Laws, I attest that the attached copy is the approved copy of the minutes for the following Meeting:

Town of Natick Finance Committee

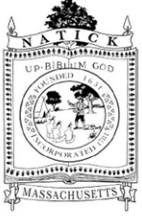
Meeting Date: February 23, 2021

The minutes were approved through the following action:

Motion: XXXX
Made by: xxxx
Seconded by: xxxx
Vote: x - x - x
Date: <date>, 2021

Respectfully submitted,
Bruce Evans
Clerk
Natick Finance Committee

DRAFT



TOWN OF NATICK

Meeting Notice

POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 30A, Sections 18-25

Natick Finance Committee

PLACE OF MEETING

Virtual Meeting accessed via Zoom:

<https://us02web.zoom.us/j/85844305049>

Meeting ID: 858 4430 5049

Passcode: 409248

One tap mobile

+19292056099,,85844305049# US (New York)

Dial by your location

+1 929 205 6099 US (New York)

DAY, DATE AND TIME

February 23, 2021 at
7:00 PM

Notice to the Public: 1) Finance Committee meetings may be broadcast/recorded by Natick Pegasus. 2) The meeting is an open public meeting and interested parties can attend the meeting. 3) Those seeking to make public comments (for topics not on the agenda or for specific agenda items) are requested to submit their comments in advance, by 2:00 PM on the day of the meeting, to the Chair: phayes.fincom@natickma.org. Comments will be posted on NovusAgenda and read aloud for the proper agenda item. Please keep comments to 350-400 words. 4) The Chat function on Zoom Conferencing will be disabled.

Posted: February 18, 2021 11:45 AM

MEETING AGENDA

1. Call to Order
 - a. Pledge of Allegiance & Moment of Silence
 - b. Advisement of Pegasus Live Broadcast and Recording for On-Demand Viewing
 - c. Review of Meeting Agenda and Ordering of Items
2. Announcements
3. Public Comments
 - a. [Committee policy & procedures available via this link and also at the meeting location](#)
4. Meeting Minutes
 - a. Review & Approve Meeting Minutes for January 7, 2021 and January 14, 2021
5. Town Administrator's FY2022 Budget - Public Hearing
 - a. January 4 Preliminary Budget update
 - b. [Board of Health](#)

- c. [Community Services Administration](#)
 - d. [Council on Aging](#)
 - e. [Veterans Services](#)
 - f. [Community Organic Farm](#)
 - g. [Recreation and Parks](#)
 - h. Affordable Housing Trust
6. Committee and Subcommittee Scheduling and Process
7. Adjourn

MEMBERS PRESENT:

Linda Wollschlager, Chairperson
Bruce Evans, Clerk
Todd Gillenwater, Vice-Chairman
Dirk Coburn, Member
Cathy Coughlin, Member
Bill Grome, Member
Julien LaFleur, Member
Mike Linehan, Member
Jerry Pierce, Member
Richard Pope, Member
Phil Rooney, Member
Jim Scurlock, Member

MEMBERS ABSENT:

David Coffey, Member
Jeff DeLuca, Member
Chris Resmini, Member

Town Administration

Mr. John Townsend, Deputy Town Administrator – Finance
Mr. Abdul Rauf, Finance Department
Mr. James White, Director, Health Dept.
Ms. Susan Ramsey, Director CSA (also covering COA & Community Organic Farm)
Mr. Paul Carew, Veterans Services
Ms. Karen Partanen, Recreation and Parks

Call to Order

Meeting called to order at 7:01 p.m. by Linda Wollschlager, Chairperson.

Announcements -

Ms. Wollschlager announced that the Town election is on March 30 2021 and there will be regular polling hours on that day (7 AM to 8 PM). There is also a vote-by-mail option and there is a link to a vote-by-mail application on our website and I will put it at the top of the website tomorrow. You must fill out an application even if you voted by mail in the November 2020 election because those

applications are only valid for that calendar year. The deadline to receive applications is 5PM on March 24, 2021. The ballots will be sent to the printer tomorrow and should be available to start to be mailed out at the end of February / early March. Although ballots aren't available, we're getting everything ready to go; we cannot mail them all at once. As soon as the ballots come in, we will also re-open up the ballot box that is outside at Town Hall and residents can drop their ballots in that box as well.

Mr. Linehan moved to open the public hearing on the Town Administrator's January 4, 2021 Preliminary budget, seconded by Mr. Pierce, voted 12 – 0 – 0.

Roll-call vote:

Mr. Coburn = yes	Mr. Linehan = yes
Ms. Coughlin = yes	Mr. Pierce = yes
Mr. Evans = yes	Mr. Pope = yes
Mr. Gillenwater = yes	Mr. Rooney = yes
Mr. Grome = yes	Mr. Scurlock = yes
Mr. LaFleur = yes	Ms. Wollschlager = yes

Mr. Townsend said town administration and school administration reached a preliminary understanding of the school's FY 22 budget this afternoon. We will be providing more detail on that tomorrow for at the Select Board meeting and, of course, we'll be notifying the various stakeholders on this after that meeting. Mr. Townsend also said that the town will probably make some adjustments to the budget based on the agreement between the town and NPS. Ms. Wollschlager requested that Mr. Townsend give as much advanced notice as possible so we can get those changes posted and reviewed.

[Board of Health](#) (budget is \$713,297)

Presenter: Mr. James White, Director, Health Department

Mr. Rooney said he sent the General Government subcommittee questionnaire to Mr. White asking:

- Impact of COVID on the department during the year.
- Participation in preparation of the FY 22 preliminary budget.
- Staffing challenges and related questions (staffing, reductions, additions, changes that they anticipate or have made)
- Spending and requested explanation of any changes greater than 3% up or down from their FY 21 budget

Mr. White noted that he normally would have prepared a small presentation, but said this has been a challenging year for a lot of people, but in my professional career of 41 years, this year was the most challenging, not just for me, but for the entire department. A few issues did pop up and I will describe those needs as we go through the budget. In early March 2020, everything changed. As of March 7, we got our first positive COVID case in Natick and everything we planned to do on a normal day-to-day basis changed. We had to pivot several times and do what we had to do most urgently and this took precedence over everything. Many hours were put in. Personally, I was going 100 hours a week, seven days a week, for the 5 – 6 months of the of the pandemic. It's calmed down a little and I'm down to about 60 hours per week. Of course, we're (Mr. White and the Public Health Nurse) are on call 24 hours to continue to address the situation that arises. Natick has been very fortunate in that it never got into the COVID "red zone" for infections. The community has followed the public health guidance and we put in robust contact tracing in the spring utilizing the school nurses and the school nurses continued to work on contact tracing during the summer and were paid at the summer per-diem stipend (hourly rate). We conducted two drive-through flu clinics with the assistance of the DPW garage and they were

very successful (650 people in 8 hours on Saturday, 400 people in four hours on Sunday). We're considering doing this as a standard practice in the future. We had to pay some nurses per diem for this service. Thankfully, no money was expended from town funds to do everything extra we had to do to address the COVID situation was paid out of grants that we had applied for and received (expended two grants). I have two more grants that I'm expecting and another pending that should carry us through June 2021. Our focus is now on delivering vaccination clinics, which started about six weeks ago and have already done seven clinics. However, the Governor recently decided to hold back on the allocation of vaccination to local health departments for now, so we'll have to see how that goes moving forward. One grant through the Mental Health Foundation will get us through the entire calendar year 2021. My philosophy is that I spend the Health Department budget like it's my own household budget. When the "extra" funds came available, we utilized to purchase PPE for our staff and the clinics.

I requested funding for a couple of items for FY 22:

- Staff salaries. Some of these changes were merit increases that were approved in December 2020.
- The largest increase was due to the approval by Fall Town Meeting 2020 for the second Sanitarian position. We're in the process of doing interviewing for that position and are seeking a candidate with experience, not a recent graduate. The reason is that our full-time public health nurse retired. She was supposed to retire at the end of March, but requested an extension to stay on to help with the COVID pandemic. She stayed until June until we were able to hire someone else and she stayed for two weeks additional weeks into June to help train the new nurse that we hired. Our new public health nurse hit the ground running and is doing a very good job for us.
- During the summer, my full time sanitarian went out for three months on maternity leave, came back for a month and left our employment for another community. So for five of the last six months of the calendar year, we were without one of my full time employees, and did everything we could with limited staff. That position has been filled and the new sanitarian started on January 4, 2021 and is a recent graduate with a Master's degree from the BU School of Public Health. We're going to be patient with her as we onboard her. With all the COVID things that are ongoing, this limits our ability to provide training at pace we normally do. The extra funding that was in the salary - technical professional line is the funding for the second sanitarian that that we haven't hired yet.
- I've requested a funding increase for our household hazardous waste day. Ever since we've been having a hazardous waste day, the budget has been the same while the expenses have gone up. We been fortunate enough over the last two or three years where to get funding by joining the reciprocal hazardous waste collection collaborative, a group of 12 communities. So if a resident from one of these communities couldn't make their town's hazardous waste day nor had additional hazardous waste that they wanted to dispose, they could come to ours and vice versa. This past year, we received anywhere between \$2500 and \$3200 for participating in this collaborative and that helped offset our extra expenses. However, we have gone over that \$15,000 budget three years in a row. We still were able to have our household hazardous waste in May and plan to hold it in May 2021. But out of the 12 communities in the collaborative, five of them cancelled their hazardous waste day due to COVID, so that funding source is reduced. We also don't want to keep relying on that funding for an ongoing operation. I looked at what we spent and averaged it out over the last three years and decided that an additional \$2500 was needed.
- Mr. White noted briefly discussed the immunization revolving fund. For immunizations that the town provides through its clinics, the town gets health insurance reimbursement and administrative

costs. For the COVID clinics where we will vaccinate using the Moderna vaccine, we will get similar reimbursement. We build up that immunization revolving fund to offset the flu clinics. When I started 41 years ago, we used to get 2000 to 3000 doses from the state for our adults. This past year, we got 180 doses so we used the revolving fund to purchase vaccinations for not only town employees but residents of the community, a total of 1800 vaccinations), and use the revolving fund to offset that expense. We also subsidize all the other vaccinations that we do that the state now does not cover such as the shingles vaccine which runs between \$125 - \$150. Some people's insurance won't cover it; others only partially cover it, and the Health department provides it at little or no cost to residents. We're requesting an increase to this revolving fund because the last several years with flu clinics alone and the increased cost of the of the flu vaccine, and to subsidize the other programs that we do like the shingles clinic and everything else. This year, we've already spent \$32,000 - \$ 33,000 of the \$40,000 spending authorization ceiling of the immunization revolving fund and leaves us little wiggle room to go for the rest of the year that runs through the end of June.

Mr. White provided a copy of the Health Department's annual report that will show you some of the adjustments we made during the year to address the COVID situation in the community.

Mr. Evans moved to approve the Health Department budget in the amount of \$713,297, seconded by Mr. Pierce, voted 11 – 0 – 0.

Roll-call vote:

Mr. Coburn = yes

Ms. Coughlin = yes

Mr. Evans = yes

Mr. Gillenwater= yes

Mr. Grome = yes

Mr. LaFleur = yes

Mr. Linehan = yes

Mr. Pierce = did not vote, technical issues

Mr. Pope = yes

Mr. Rooney = yes

Mr. Scurlock = yes

Ms. Wollschlager = yes

Debate

Mr. Evans noted that few people can run a department is efficiently as Mr. White does. And you throw on top of that COVID and employee turnover and he dealt with all of this with grace and tenacity. I'm glad to hear that he's reduced his hours to 60 hours a week. He is a tremendous asset to this community and his department does a fantastic job. He runs a lean operation and when he makes a request, he needs it, so I fully support this budget.

Mr. Pierce noted that we've all heard horror stories about making appointments for the COVID vaccine. However, my experience was that I talked with people in the Board of Health Department, and the CEO way several times, and they were most accommodating and most pleasant.

Ms. Wollschlager noted that everyone in this town is grateful for all the efforts that you and your team made and the long hours that you've spent to ensure the town's safety. The town is extremely fortunate to have you and your team working on behalf of the town.

Community Services Administration budget (\$295,293).

Mr. Rooney said he sent the same questionnaire to Ms. Ramsey and she provided answers to those questions as specified in the General Government subcommittee.

Ms. Susan Ramsey, Director Community Services

Ms. Ramsey said she is requesting level funding for the Community Services Administration budget - this budget primarily supports the operational facility expenses within the Community Senior Center (CSC). In addition, it also supports the bookkeeper who provides services to Community Services Department, as well as another staff position that has traditionally overseen the rental portion of our services at the CSC. The CSC building has not been open due to COVID restrictions so the rental

program was suspended. But we are hopeful that we will be able to come back online to some degree during FY 22 and need to continue this staff position to appropriately manage operations after 5 PM and over the weekends for the community groups that utilize the CSC.

Questions from the Committee

Mr. Linehan noted that staff person overseeing the rentals resigned and asked whether the actual revenues from rentals of the CSC will be less than projected in the budget. Ms. Ramsey said the person who handled rentals was reassigned and then resigned in July 2020. Ms. Ramsey said the revenues are lower than forecast due to the COVID closure.

Mr. Evans moved to approve the Community Services Administration budget in the amount of \$295,293, seconded by Mr. Grome, voted 11 – 0 – 0.

Roll-call vote:

Mr. Coburn = yes	Mr. Linehan = yes
Ms. Coughlin = yes	Mr. Pierce = did not vote, technical issues
Mr. Evans = yes	Mr. Pope = yes
Mr. Gillenwater = yes	Mr. Rooney = yes
Mr. Grome = yes	Mr. Scurlock = yes
Mr. LaFleur = yes	Ms. Wollschlager = yes

Debate

Mr. Evans noted that this budget is level-funded from last year and stated that they've done a great job in doing some of the creative things for people during the COVID environment making a lot of virtual programs available to the community.

Mr. Linehan said he didn't use the Community Service Department often, but thanked Ms. Ramsey for the flexibility that this department offered during COVID & cited the example of getting a senior parking pass when you couldn't access the building and employees arranged to meet you outside the building.

Ms. Wollschlager said that she appreciated the Committee sees the value of this budget because FY20 actuals were down due to COVID closures and we had some savings for FY 21 as well. Given the uncertainty of when things will re-open in FY 22, I'm very pleased to support a level-funded budget for next year for these various essential services.

Council on Aging (COA) budget (\$590,806)

Mr. Rooney said that COVID presented major challenges to this organization in delivering programs for our senior citizens.

Ms. Ramsey said it has been a particularly challenging year for the COA, but I would like to complement all of the staff that works with me and in the Community Services Department – Mr. Paul Carew and his Executive Assistant, Sheila Young. We staffed the office from March 13, when we closed the door straight through to July 1 when our staff reported back to work. COA staff pivoted very quickly to working from home and continuing to be productive, enabling us to smoothly transition most all of our recreational and educational cultural programs to a Zoom platform while minimizing interruption. We're still challenged by the fact that not every senior has in Natick has access to technology or the internet. Some people are still reliant on our print newsletter so we continue to produce our newsletters on schedule throughout COVID, which provided a nice link for everyone to be connected with what's happening and reminding them that the COA is here for support. In addition, we also started in bi-weekly e-newsletter that reached 2000 of our 3000 registrants at the CSC, with information about programs and classes available through the Zoom platform. Early on in the pandemic, the COA (along with the Medical Reserve Corps volunteers in

Natick) supported the Health department by staffing the COVID information hotline, relieving the pressure of phone calls to the Health department. We continue to support the Health Department's flu clinics last fall at the CSC and most recently we hosted the Senior COVID vaccine clinics for the Health Department, registering the seniors who came to the clinics. Isolation has been the most difficult thing for seniors to handle, so we've created different avenues to stay in touch with people by starting "pop-in" visits. During the good weather, we would visit seniors in the community who we know were living alone and looked to the CSC as a connection to friends and activities and their well-being. These were socially distanced visits on their porch or in their yards. More recently, we started a social call program where we match community volunteers with seniors so that they're able to connect with each other on a weekly basis (at a minimum). That has received high accolades and we're looking to expand that program in the near future. We secured a grant from the Metropolitan Area Planning Council (MAPC) to support cab transportation for seniors in Natick for non-COVID related medical appointments outside of MetroWest. This was a really important funding to secure for us because we at the COA had a very robust and successful volunteer driving program taking people to their medical appointments in Boston, Burlington, and Foxborough. And with the advent of COVID, obviously that had to be ended. So this grant opportunity proved to be a great way of filling in and being able to provide continuity of care for a number of seniors in our area. We're also working with the MWRTA, and through monies available through the CARES Act, we were able to also put our Natick Connector vehicle back on the road in July, although capacity is limited to one person per trip vs. a maximum of 12 people prior to COVID, but it is operating daily and is connecting people with food, medical appointments, social calls, to pharmacy appointments, and the like. This funding enables us to disinfect this vehicle daily so that we can provide this needed service in the MetroWest area for seniors. We also were concerned with people having access to food and food insecurity, so we are working closely with BayPath Elder Services and except for very short period of time, we continued to support and recruit volunteers to assist BayPath with delivering Meals-on-Wheels to our seniors in Natick. In March, the average number of meals delivered per day was 40; we're now up to over 80 per day. So I think that's a good indicator as to the need for that service. Also, we partnered with BayPath to create a grab-and-go lunch, so seniors are able to order lunch and pick it up at the door at the senior center, four days a week and five days starting in March. We're very pleased at the number of people who have taken advantage of having a nutritious, balanced lunch each day. At the CSC during the year we use the services of you know, 200 plus volunteers. Some of those volunteers are at the Center daily, some may be with us only once a year helping to rake somebody's yard. We weren't able to have a robust fall leaf raking program this year. But we were able to match a couple of families with seniors. And a couple of volunteers also worked individually and tirelessly to attend to some senior's yards, who really did not have any other alternatives this year. We partnered with UMass Medical and the Department of Transitional Assistance and are now a SNAP outreach partner so we can increase our level SNAP food applications for people of all ages in Natick. We're very excited about the prospect of this. And I've been doing a lot of marketing around that, working with the schools and several social service agencies in the area. Our social workers, as you can imagine, have seen an increase in the number of calls of seniors in crisis. They're living in very poor housing conditions and because they are now isolated, or their families who were supporting them are no longer able to support them at the same degree are finding themselves in trouble. So we've had a number of increases in our social work – our staff has done a really wonderful job at troubleshooting and connecting seniors with services to allow them to remain safely in their homes. Other traditional agencies are responding, but cannot respond as quickly as our local staff can. Last summer, COA partnered with the Sherborn Women's Sewing Circle on a mass giveaway event that had such a great response that it created such a traffic jam at the CSC. We also worked with the Friends in the Natick Senior Center on the

annual holiday dinner that has been a very long standing tradition. With the help of the Friends, we were able to do a curbside holiday dinner pick-up. We also had our volunteer recognition event acknowledging the hard work that volunteers had done pre-COVID. COA is part of the Senior Property Tax work-off program with the Assessor's office which benefits seniors who are income-eligible with the opportunity of volunteering time to reduce their property tax bills. We had 41 applicants for this program and nearly all of them will be able to receive their full benefit through their creative work and dedication. We continue to work with organizations like AARP for tax preparation. Last year, during the early stages of COVID, we made accommodations so elders who had canceled text appointments were able to get their taxes filed on time. And this year, we're able to accommodate every Natick senior who had their taxes prepared last year with our AARP volunteers.

COA is level-funded for FY 22, with the exception of a staff position that approved at 2020 Fall Town Meeting in our social work department. We will be fine through FY 22 and FY 22 will give us insight into how comfortable people are coming back to the CSC if we're able to re-open, in what capacity, how our services may have to change and adjust to a new environment, & what we will need to respond to do to provide better access to technology for low-income seniors is an issue. This is an issue that we're continuing to investigate. Transportation is our biggest wildcard. In the past, the transportation line item has primarily supported our volunteer transportation program. I'm not hopeful that that will return in the very near future because of the limitations of COVID it and are looking at alternatives to fill that gap that may, in future years, require additional funding.

Ms. Ramsey cited the statistic that the most recent data we have (and the 2020 census data will give us a better snapshot), but the most recent stats we've had from UMass Gerontology Institute in Boston, indicates that with the growth in aging baby boomers, there are approximately 7000 7000-7200 seniors over 60 who live in Natick, and that is the first that there are more people over 60 than there are under 18. This is happening across the country, not just here in Massachusetts. It's important to keep this on people's radar as we move ahead to plan services and distribute resources, because it is large and will be growing.

Questions from the Committee - None

Debate:

Mr. Evans noted that in listening to Ms. Ramsey speak, he thought COA's services might not be visible to somebody who isn't a senior and taking advantage of the services, but there was a ton of work that went on there. Kudos to COA for being flexible and providing great service to the community by helping the Health Department which, as we heard earlier, was overwhelmed with requests,

Mr. Pierce stated that it's astounding what the COA does with a minimal budget. Mr. Pierce said he's the treasurer of the Friends of the Senior Center and we were happy to partner with them to fund the holiday dinner, provide some transportation and other benefits. During the holiday dinner, many seniors appreciated being able to get out of their house and pick up a nice holiday meal.

Ms. Coughlin thanked Ms. Ramsey for all the work that COA did over the past year, with the breadth of things they had done. She expressed appreciation for Ms. Ramsey's graciousness in acknowledging the two key employees who helped and showed up to the CSC every day – Ms. Sheila Young and Mr. Paul Carew.

Veterans Services (\$449,154)

Mr. Rooney sent the standard questionnaire to Mr. Carew and he sent us his responses. During our discussions last year pre-COVID, when we talked about some of the programs for veterans and the veterans who made use of these were slightly declining versus prior years. This year has been the

reverse, particularly with the 115 benefits (medical allowance). Consequently, the FY 22 budget is increasing because of the expanded need for these services.

Mr. Carew

In reference to Chap 115 work, Ms. Young takes the lead. The work has more than doubled in this area. With the lack of direct contact, it has increased the paperwork and paper trail. This includes documents to be submitted to both the Town and the Commonwealth Department of Veterans Services. Ms. Young has added services provided to Veterans and their dependents were never interrupted. It was extremely time consuming because we were not able to provide the documentation to the Comptroller's office and to the Commonwealth of Massachusetts from March 31 2020 to September 29, 2020. We had to confirm the amounts over the phone with clients and family members and then request the amounts from the town and state. Then in October, we requested all the necessary documentation and then had to resubmit it to the Comptroller's office and to the Commonwealth of Massachusetts. In doing this, we were able to receive certification and received no disallowance for this period from the Commonwealth of Massachusetts.

We projected an increase in demand for services the last couple of years and it worked well until COVID hit. Once COVID hit, things are really changed and were projecting greater usage of medical allowances and my workload doubled and my Executive Assistant's workload tripled. If COVID continues as is, that will likely increase the number of older veterans needing more medication or more home care health care. As our younger veteran's unemployment runs out and the federal government stops its stimulus checks, it's difficult to clearly project the needs at this time because we really don't know how many of these veterans will need help. Many of these veterans don't normally need benefits, but the way that unemployment is now structured and the elimination of the extensions, we could be looking at a significant increase in our spending requirement.

Right before I started in Natick, I worked for the Middlesex Sheriff's office from 2005-2010 on a smart recovery and cognitive behavioral therapy program. I became involved in this program that was provided to people in the state prison system and met the Director of Treatment (Dr. Harold Sock PHD) in the prison system when I was an instructor. Years later, we teamed up to start this program and do two sessions of cognitive behavioral therapy and smart recovery on Saturday mornings. Each of us has national accreditation in smart recovery and I've been working on delivering smart recovery programs now for 15-16 years now and the Doctor has been in the psychology field for 40 years. The word isolation keeps coming up and this population of veterans and veteran's widows is a very vulnerable, at-risk population. Many times our veterans come to me for VA services that other communities don't provide and they come to me for VA claims processing. Many times these claims processing involves behavioral health, mental health issues, and substance abuse issues, which is why the smart recovery is so vital. Before COVID, we were doing this work either in this building or at Lake Cochituate. Since COVID, my activities became virtual through Zoom. In addition, the needs have really increased and I have to spend more time with my veterans now that they are unable to leave their homes, resulting in more cases and increased hours. We had fourth months from grant funding directed to the Health Department to help state veterans with addictions. I'm asking the Finance Committee to consider adding \$9,000 to the Veterans Services budget to help pay for these Saturday sessions, since that funding will run out next month. Mr. Carew said he has been looking for donations and might be able to push through another three months to the end of FY 21. But, I want to keep this program going in FY 22 because of the importance to the veteran community.

Mr. Carew clarified that the cash allowance for and medical expense is 75% reimbursable by the Commonwealth of Massachusetts, the Chapter 115 benefit program and reimburses 75 cents for each dollar spent by the town in the cash allowance medical portion.

Questions from the Committee

Mr. LaFleur asked what the distribution of Natick veterans is by age group. Mr. Carew said Natick has roughly 800 veterans. As far as age, like the general population, the majority of veterans are 60 years or older. About ¼ are Iraq and Afghanistan veterans and many of these veterans are National Guardsmen and reservists. The Vietnam veterans or older is still the leading percentage of our population.

Mr. LaFleur asked if there are organizations in the community that provide complementary services and whether Mr. Carew worked with them. Mr. Carew said he participates in the Veterans Council in Natick and there are three major organizations that we work with: 1) VFW, 2) we have the second largest Disabled American Veteran post here in Natick; 3) American Legion post. All these posts do a lot of scholarship work, especially the Legion because we sold that building and I'm president of the corporation that sold that building and I'm able to distribute a lot of scholarship money to Natick High School & Keefe Tech. We do receive donations from these organizations who buy food cards totaling \$3000-\$4000 that we distribute each year for Thanksgiving and Christmas. I'm President of the Legion Corporation and member of the Disabled American Veterans groups.

Mr. Pope asked what percentage of the salary of the psychologist does \$9000 cover. Mr. Carew said it covers his annual salary because it covers 50 weeks and there are approximately four meetings per month and they are 1.5 hours long. Mr. Pope noted that he would be considered a part-time employee and they were getting a great bargain. Ms. Ramsey agreed.

Mr. Evans noted that the Saturday program may have a funding shortfall in this fiscal year and asked that he approach the Finance Committee if you run into difficulties sustaining that program. Mr. Carew noted that he is reaching out for private funding and will let us know if he is unable to get this funding. Mr. Carew noted that Dr. Sock is not a veteran, but is eager to help our veteran population.

Ms. Wollschlager asked how many people have participated in the smart recovery group and whether spouses and family members led to participate. In addition, do people typically keep participating or do they join for a session or two and then drop out. Mr. Carew said there are two groups on Saturday morning:

- One group started with eight people, and we're down to three with that group.
- The other group started with 12 and we're up to 18. We're not comfortable mixing the two groups now, but will eventually mixing the two groups to provide better distribution.

Spouses and family members are welcome because we believe healing starts at home, with the involvement of the spouses and family members. Right now, we have three spouses enrolled in the program. We know that it takes longer to heal when they're going it alone and that includes sobriety, mental health, and behavioral health issues. Finally, we still have people come to sessions who started with us when we began this program about three years ago.

Mr. Linehan moved to recommend Favorable Action on the Veteran Services budget of \$449,154, seconded by Mr. Grome, voted 12 – 0 – 0.

Roll-call vote:

Mr. Coburn = yes

Ms. Coughlin = yes

Mr. Evans = yes

Mr. Gillenwater = yes

Mr. Linehan = yes

Mr. Pierce = did not vote, technical issues

Mr. Pope = yes

Mr. Rooney = yes

Mr. Grome = yes
Mr. LaFleur = yes

Mr. Scurlock = yes
Ms. Wollschlager = yes

Debate

Mr. Linehan said the town of Natick has numerous treasures two of its shining stars are Mr. Carew and Ms. Young.

Mr. Pierce said he's a Navy veteran and said it is vital to receive communications from the veterans department. This office does a tremendous amount for the veterans and I really appreciate it.

Ms. Coughlin said veterans have always held a very special place in my art. And you know, now because of my family situation, even more so. I would hazard a guess that you and Ms. Young put countless unpaid hours into what you do as a labor of love. I know what the need is for veterans and their families. The innovations that you came up with during these trying times are amazing.

Mr. Pope said he has a strong appreciation for what you. My mother was Army psychologist. My father and grandmother were army medics; my mother and father during Vietnam and grandparents during the Korean War. So I've grown up around people who are veterans and I understand how important those services are for them and this community. I'm happy to see you continue that work.

Ms. Wollschlager added that she didn't know what will happen when you no longer want to continue to do this job with all the hours that you are spending. I hope you don't retire soon, but thank you so much for all of your work on behalf of the veterans.

Mr. Carew said that Sheila Young's brother, Pat Young, one of my dear friends, passed away very recently and we have been trying to support Sheila. Mr. Carew noted that he and Ms. Ramsey work great together and I am very thankful for the kind words that everyone said tonight.

Natick Community Organic Farm (NCOF) \$482,784.

Presenter: Casey Townsend, Director NCOF

Mr. Rooney noted that town funding of NCOF is solely the salaries of the Director, Assistant Director, and Admin Assistant. All other spending is sourced elsewhere and managed by NCOF. Mr. Townsend and NCOF quickly pivoted in reaction to COVID and did a lot to keep NCOF open to the people in Natick. NCOF also receives support also from the DPW for snow removal and trash removal. The town owns both the barn and the farmhouse so we receive periodic support and upkeep related to those two buildings as well.

Mr. Townsend highlighted three major contributions that the farm was able to provide during the last year. Since we're an outdoor enterprise, we were pleased to be able to provide services to Natick residents as well as food and educational programming.

- One of the biggest pivots was remaining open. We worked closely with the Conservation Commission, the stewards of the NCOF farm land. We developed protocols to ensure staff and farm visitors were safe and were impressed by how respectful people were of the protocols that we laid out - not touching things and six feet of social distancing, ensuring head counts were less than the maximum limits. While other organizations closed, this was a nice way to maintain normalcy for people needing to be outside.
- We recognized that people needed food as grocery stores had shortfalls of meat and produce and our farm stand was one of the best ways to address some of that need as well as the need to be outside. We partnered with Ms. Ramsey to work with two organizations who helped fund a really great program (Foundation for MetroWest and the Foundation for

MetroWest Health) that helped us do at-home delivery Community Supported Agriculture (CSA) shares for 20 weeks during the summer. In conjunction with Ms. Ramsey's staff, we grew the food & Community Services coordinated delivery of fresh organic product to client's doorsteps (in previous years, we've done pop-up markets at the CSC, but weren't able to do that this year).

- Continued our educational programming and met the needs of parents juggling professional work and their children's schoolwork by providing safe educational programming. We continued our teen summer program and our apprenticeship program, a two year program for the "rock-star farmer" kids who want to maintain their place at the farm.

Mr. Townsend established a program to develop community food gardens up and running and to be self-sustaining.

We collaborated with Jillian Wilson-Martin, Natick's sustainability coordinator. We received grant funding to hire a community garden coordinator who will work on all the community gardens within Natick. The grant continues the funding of this senior program for 2021 and 2022. We work closely with the Natick Housing Authority to implement community gardens at the Natick Housing Authority properties. NCOF will be hiring Keefe Tech students to build raised beds and then the farm will grow seedlings for those beds to provide fresh produce. Our goal is to build 55 garden beds. Because it's adjacent to the senior housing at Coolidge Gardens where the Natick Service Council has their operation, this is an opportunity for senior residents to grow vegetables and establish a community. In future years, this position will support three other community garden locations in Natick. During the 2021 growing season, we're going to work with Mr. Randy Waters of the Natick Housing Authority to provide 20 weeks of CSA shares to continue to give back to the Natick community – this is in addition to the community of senior shares. A CSA share provides 20 weeks of produce with an average value of \$20 per share. This year we've really tailored our crop plan to the populations we're going to be working with, to kind of think about what things would they want to see in their share, and how are they will use them So we're focusing more on produce staples, rather than exotic vegetables.

Questions from the Committee

Ms. Coughlin asked what impact the grant-funded position would have on future budgets. Ms. Ramsey said they are looking at this in a truly sustainable fashion and believe that future revenue from the community garden plots will be sufficient to support the part-time 20 week, community garden coordinator in future years.

Mr. Coburn asked whether funds from the town are directly paid to the NCOF employees and what are the implications for retirement benefits. Mr. Townsend said they are town employees in question? Or are they provided to the farm, which then pays the employees in question? They are town employees and are entitled to all of the benefits that all town employees are eligible to receive.

Mr. Coburn asked if the community garden coordinator position is paid directly by the town (though funded by the grant) and would that person be a farm employee or a town employee. Mr. Townsend said it would be a seasonal part time employee of the town.

Mr. Linehan moved to recommend Favorable Action on the Natick Community Organic Farm budget of \$482,784, seconded by Mr. Pierce, voted 12 – 0 – 0.

Roll-call vote:

Mr. Coburn = yes

Mr. Linehan = yes

Ms. Coughlin = yes
Mr. Evans = yes
Mr. Gillenwater= yes
Mr. Grome = yes
Mr. LaFleur = yes

Mr. Pierce = did not vote, technical issues
Mr. Pope = yes
Mr. Rooney = yes
Mr. Scurlock = yes
Ms. Wollschlager = yes

Debate

Mr. Pierce said he enjoys going past the farm and seeing the kids working at the farm enjoying themselves and learning new things.

Mr. Evans noted that he was not aware of the CSA outreach and stated that it's a phenomenal program. Earlier tonight we heard about food insecurity and nutrition goes by the wayside when you have food insecurity, so this is an essential program.

Recreation and Parks budget.

Presenter Ms. Karen Partanen, Recreation & Parks Director

Mr. Rooney noted that Ms. Partanen responded to his questionnaire and how they responded to COVID.

Re the FY 22 budget

- Increase in salaries - operational staff for three part-time employees for our Teen Center. As you know, it's important to keep the community youths engaged. We operate the Teen Center at the Cole Center and participants who aren't actively engaged in athletics, after-school programs, and clubs offered to middle school students can come to the Teen Center. We were forced to close last year, but are re-opened recently and have 16 kids there on a daily basis. We ensure that they are socially distanced and keep them active. Parents have been responsive and appreciative of everything we've done and the kids have been great. We keep the registration at a minimal cost, just the registration fee so they have ownership of a membership to come to the Teen Center, but this doesn't cover the operating costs of the program. It utilizes a significant amount of staff because we allow the kids to go out to the fields, use the gym, and use the game room. The full-time Teen Coordinator spends a lot of time organizing and planning the program:
 - meets with the schools,
 - IS involved with a Natick 180 (a Natick community coalition that addresses the factors that contribute to addiction and mental health issues),
 - Interacts frequently with the Board of Health to see what programs we can offer.
 - Offers Youth Mental Health programming to the community.

The additional cost increases in the FY 22 budget are small increases in operational such as telephones, shredding of private information, contracts for the treatment of Dug Pond (Memorial Beach) for algae treatments and three additional movie licenses so we can continue to show free movies to the community. We are grateful for the sponsorships of community partners who have assisted us quite a bit throughout COVID so we were able to operate while program fees were not coming in. We hope to be able to show movies this summer.

We started a program for the special needs community that is called "Put it into drive" where we take family members of the special needs community that can't come to programming. They contact us and sign up for a mutually agreeable time and we bring our staff to the residents and conduct activities in their front yard in a socially distanced manner so they can still stay engaged

and connected to the community. This has been very well received and we want to continue that on past COVID times. We also created a YouTube channel for the Special Needs community so they have something to look forward to do every day.

Family Field Days (free) on Cole North field where community partners pay for part-time staff and we bring out all the equipment that we could possibly find: Spikeball, cornhole, Jenga, large Jenga sets, Connect 4 soccer balls, footballs, and Frisbees, and set it up all over the field so families can come in and play. We sanitize everything in between each family and it gives the community something different to do. The last one that we did had 50 people attend!

Questions from the Committee

Mr. Linehan said the subcommittee report mentioned that you loaned people to help the Health Department and asked for an estimate of time spent assisting that department. Ms. Partanen said they offered services to a number of offices such as the Collector's office because COVID hit right around tax time and they were getting a significant amount of calls, and that was maybe two months of assistance. This was mostly our receptionists since we weren't getting call volume into Rec & Parks.

Mr. Linehan noted that the algae treatment of Dug Pond was much lower two years ago and asked how frequently this treatment was required. Ms. Partanen said Rec. & Parks operates Memorial Beach at Dug Pond, so it falls under our budget. This is a three year contract that we go out to bid on. The treatment is implemented in either June or July so that would make one year look much larger than a prior year if treatments occurred in July one year and June the next year (all occur in one particular FY). The contracts is \$18,000 a year for the seven treatments during the year – if all those treatments occurred in one FY, that would inflate the

Mr. Linehan asked what custodial fees the department pays to the school. Ms. Partanen said these are fees for custodial work done on your behalf, mostly for our theater program (Stage Four Productions) that uses the Kennedy School stage. We didn't incur these overtime fees for the custodian because there were no performances in 2020.

Mr. Evans move to recommend the FY 22 Rec. and Parks budget of \$534,500, seconded by Mr. LaFleur, voted 11 – 0 – 0

Roll-call vote:

Mr. Coburn = yes	Mr. Linehan = yes
Ms. Coughlin = left meeting, no vote	Mr. Pierce = yes
Mr. Evans = yes	Mr. Pope = yes
Mr. Gillenwater = yes	Mr. Rooney = yes
Mr. Grome = yes	Mr. Scurlock = yes
Mr. LaFleur = yes	Ms. Wollschlager = yes

Mr. Evans noted that the recurring theme is the breadth of offerings to the community through this entire organization, responding creatively to a difficult climate.

Mr. LaFleur said he appreciative of the wonderful activities and services provided by Rec. and Parks and looks forward to participating in some of these activities again, particularly the theater program.

Ms. Wollschlager thanked Ms. Ramsey noting that we've heard from all of her organizations and they have uniformly been creative and energetic during COVID to continue to provide services to our community. It's eye-opening and impressive.

Affordable Housing Trust Fund (AHTF) - \$80,000

Presenters:

Mr. Randy Johnson, Chair AHTF

Ms. Patty Sciarra, CPA, AHTF Comptroller

Mr. Johnson said the AHTF mission is to support the preservation and creation of affordable housing in Natick and funding sources are varied and often undependable. Sometimes, they are the result of Planning Board decisions that send the property or mitigation money to the AHTF. The \$80,000 line item provides a dependable yearly source of funds to use and this is the fourth year we have made this request. This is largely spent on housing production, although there have been exceptions. For example, a sizable chunk of the town budget line was contributed to construction of the Bacon Street property.

CY 2020 Expenses

- Ms. Sciarra said in 2020, the AHTF was still working on the Bacon St. construction project and the AHTF received \$80,000 from the town and \$51,283 went toward the Bacon St. construction costs, landscaping and finishing up to get it ready to be rented. The property started being rented on 1/1/20 and the AHTF is \$1,606 per month in rent and that is covering the expenses for that property. As far as management fees and operating expenses, because it's a new property, we haven't had to spend significant money on repairs.
- Also in 2020, we paid the Natick Housing Authority \$20,000 for a feasibility study on the future of the Cedar Gardens senior housing. Right now, there are zero accessible units in a senior housing project which sounds absurd, but that's the case right now and the housing is pretty outdated. The feasibility study is to look at the creation of up to eight accessible units and creating new accessible community space. In that process, we are assessing what an update of the entire development would look like. The trust was informed that there are considerable issues at the site, and we wanted to learn what we could do to move it forward. The feasibility study totaled \$35,000 - \$20,000 from town funds in 2020 and the other 15,000 was from the AHTF.
- Also in 2020, we spent \$4,000 on the Housing Production plan and we are nearing completion in the next couple of weeks. We paid \$2300 for the person who does our minutes and administrative stuff.
- We also paid \$1,088 to Red Roof Inn for emergency housing vouchers that the Police can hand out for emergency housing of homeless people.

CY 2021 spending

- Most of the money that we've spent in 2021 has gone to Natick Service Council. AHTF has a contract with Natick Service Council to provide emergency housing. Natick Service Council assists Natick residents who qualify for three months of rental assistance. The contract is for a total of \$60,000 and the Trust has paid them \$28,006.50 so far.
- Spent \$476, on emergency housing to Red Roof Inn
- Spent \$931 on minutes and administration
- 181 West Central Street survey (\$7,000) – this is the site of the Henry Wilson cobbler shop that was the proposed site for veterans housing and this includes a wetlands review of the site.
- We have set aside \$5000 towards doing an audit that we're required to do every year according to our trust documents. We have secured the audit firm that the town uses and we're going to be a column in the town's financial statement audit this year. The

trust will be paying for the work that the auditors do related to our portion of that financial report.

- Create an AHTF website

Mr. Johnson said the Trust is doing an inventory of all rental assistance and down payment assistance programs that we've done in the past to verify the current owner is in compliance with the deed restrictions for those properties. This is another regulatory responsibility for monitoring takes time and funds to complete. Ms. Sciarra noted that when they receive funds from the Planning Board, the Trust cannot use those funds for things like monitoring or administrative costs - it must go toward the creation of affordable housing. So we need this steady stream of money from the town for administrative costs, surveys, audits, etc.

Moving forward, the Trust will be doing an RFP for a property on North Main Street, but there is very little expense related to that because it will another developer will be developing that property. And we are working to determine what is needed for the Veterans Housing project proposed for West Natick and we will incur some expenses related to that.

Mr. Linehan noted that substantial amounts of money are being used for temporary housing of homeless people and people having trouble paying rent, a worthy cause but asked whether there are state funds Mr. Johnson said, for the affected families, this is creating affordable housing for them. We did look at other funding sources, especially related to the COVID crisis, and we found that MetroWest Collaborative Development was running their own program of rental assistance and we evaluated their proposal of doing it, but they were charging a fairly sizable fee, so we structured our deal with the Service Council who are responsible for identifying the need and distributing the funds at minimal costs. It's pretty much a pass-through to the Service Council and the most direct way to get assistance to people. The purpose of this program is to get homeless families into housing and preventing families from losing their housing for not being able to pay the rent.

Mr. Linehan asked what, what percentage of the Trust's budget the \$80,000 covers. Mr. Johnson said that it depends on what year you look at – it varies widely. For example, the bulk of the Bacon St. construction was funded by the sale of an Everett Street property that was deeded to the Trust by the Select Board as an unbuilt lot and potential affordable housing site. The Trust did due diligence to prove that it was a buildable lot and sold the lot on Everett Street and used the funds to build the Bacon St. property. This was independent of the \$80,000 line item from the town. So, year-by-year, our activities and funding sources are wide-ranging so it's difficult to what percentage the \$80,000 constitutes, this year it's likely 80% of our total use of funds will be for Service Council-related activities. Ms. Sciarra noted that the Trust is not like a typical municipal department where we know what issues need to be addressed year-to-year and what projects we can fund and how much money we're going to have, so we have to operate year-to-year and just see what life throws us.

Mr. Linehan noted that the NSC is a private nonprofit that provides housing assistance in the form of vouchers or funding and asked what the legal relationship between the Trust and the town of Natick. Mr. Johnson said the Trust has the authority to purchase or sell land without Town Meeting approval in support of our mission. However, Trust members are approved by the Select Board. There's overlap, but we have a high degree of autonomy. Our charter outlines the range of our activities and our responsibilities as a public entity.

Mr. Rooney asked whether the veteran's housing project on West Central St. has been proposed to or approved by the town. Mr. Johnson said that the Trust has had a series of meetings with Rec. and Parks, the Conservation Commission, the Open Space Advisory Committee, and

presented as a warrant article at Town Meeting. It is something that is under discussion, but has not yet approved.

Mr. Rooney asked who the owner of that parcel is. Mr. Johnson said it's town-owned property under the control of the Select board and managed by Rec. & Parks. The Conservation Commission has jurisdiction over some areas on the site and that's why we met with them to do the wetlands determination.

Mr. LaFleur asked if, at some point, the Trust will sell the Bacon St. property. Mr. Johnson said the Trust has a joint agreement with Family Promise whose mission is the prevention of family homelessness. Our long-term agreement is to use Bacon Street for their program, so there's no intention to sell Bacon St.

Mr. LaFleur asked how many units the Trust has been involved in over the last 2-3 years. Mr. Johnson said Cedar Gardens has approximately 220 units. The Trust worked with the Housing Authority to redevelop a Plain Street property that was vacant and blighting the neighborhood. We contributed a sizable portion of funds and those funds were leveraged into full funding of the project using Department of Housing and Community Development (DHCD) money. We did a similar project at the Mariah Hays congregate, which is next to the old Coolidge school. It was envisioned as congregate housing for seniors but it never worked out. That building was vacant and the Trust saw an opportunity to work with the Housing Authority and contributed some money that we received from the MetroWest Home Consortium that was leveraged into an \$800,000 project to convert that residence into permanent housing for Department of Mental Health (DMH) clients.

Mr. LaFleur asked how the Trust determines income eligibility. Mr. Johnson said, for example if the Trust does a down payment assistance loan for an affordable unit, there's no real income compliance for these units that are for sale - it's not like rental housing where you have to be income-qualified at the time of the purchase, but from that point on there's no restriction. The restrictions come into play upon sale of the unit and the verification that it is not being sublet, that the person that the assistance was given to currently occupies the house. Mr. Johnson added that the Trust hired a consultant to go through all the loans that we've made to all these properties, an estimated forty loans over the history of the Trust.

Mr. Pierce asked what the process is to help someone find emergency housing if you get a call. Mr. Johnson said they refer these calls to other entities that are frontline providers of housing, such as Family Promise, NSC, or (South Middlesex Opportunity Council (SMOC).

Mr. Pierce asked for an example of where NSC might find emergency housing on a temporary basis. Mr. Johnson said, for this program, it's more often current residents who are unable to meet their current rental payment so it provides them the ability to make that payment.

Ms. Coughlin asked how this is affected by the eviction moratorium and what happens when the eviction moratorium is no longer in place. Mr. Johnson noted that potential evictions was not taken into account in crafting this year's budget because we had no clue late last year when the budget was created what was going to be happening in early 2021 so we determined that the best use of our available funds was through this assistance program partnership with NSC. If there is a considerable added burden on the housing market with evictions, the Trust has not developed a response to that yet; it's been more of a month-to-month process of addressing these short-term needs and not addressing the more global issue of multiple families facing eviction. Mr. Johnson said it would be more appropriate for broader legislation, or government action to address that further via an assistance type package. In this event, the role of the trust would most likely be advocacy.

Ms. Wollschlager asked whether the Trust asked Town Counsel or anyone who might provide a legal opinion to find out if this assistance is within the purview of the Trust, which is to provide for the creation and preservation of affordable housing. Mr. Johnson said town administration is aware of their activities since we went through the procurement process to hire the NSC to administer the program. The Trust attorney (Glenn Kramer) had no misgivings about the role of the Trust in doing this, so we felt confident that we were within our charter to proceed with this project.

Mr. Evans moved to recommend Favorable Action on the FY 22 Affordable Housing Trust Fund budget for \$80,000, seconded by Mr. Pierce, voted 8 – 1 – 1.

Roll-call vote:

Mr. Coburn = no vote, left meeting	Mr. Linehan = abstain
Ms. Coughlin = yes	Mr. Pierce = yes
Mr. Evans = yes	Mr. Pope = yes
Mr. Gillenwater = yes	Mr. Rooney = yes
Mr. Grome = no vote, left meeting	Mr. Scurlock = yes
Mr. LaFleur = no	Ms. Wollschlager = yes

Debate

Mr. Evans said Mr. Johnson, and Ms. Sciarra did a good job of covering the Trust and answering our questions and continuing to do great work.

Mr. Linehan said he supports the Affordable Housing Trust, but my understanding is that its charter is to increase affordable housing in town. And if the money is spent, subsidizing existing housing, then there will not be money to create new housing and there are other organizations and state funding that can subsidize housing, so I'm not going to vote against it, but will abstain.

Mr. Pope said he hears the same story that he heard from other town departments of how to help handle this crisis in some dynamic new ways I share the concern about abiding with their charter. But next year, at a future point, and hopefully by Town Meeting, that that question will be resolved. That will be that that part of it will be resolved by in terms of support this budget.

Mr. Pierce said the Trust does commendable work and he appreciates that you looking after the homeless people in Natick and helping fellow citizens in need.

Committee and Subcommittee updates

Mr. Rooney has scheduled a General Government subcommittee meeting for next Monday to cover the remaining departments.

Mr. Scurlock said the Education and Learning subcommittee will meet this Thursday with NPS to discuss their capital requirements. After that, we'll be on a bit of a hiatus with them until some things are finalized between town administration, NPS, and the School Committee. Keefe Tech will have its final figures after March 8 and we will hear them at Fincom the following week. The Fincom will hear the Morse Library and Bacon Free Library budgets on March 2.

Mr. Evans provided an update from the DPW subcommittee and said he will be circulated minutes from their two meetings. Given that Fincom is hearing these budgets on Thursday, I will send out draft minutes as soon as possible. To recap, we voted to approve the budgets of all seven DPW divisions and the Water and Sewer Enterprise Fund. Today, Mr. Marssette told me that he received information from the MWRA that the sewer rates are slightly less than projected so he will be able to level fund that portion of the Water and Sewer Enterprise Fund that will lower their budget by approximately \$500,000. Mr. Marssette said he would be speaking

with Mr. Townsend to make sure that gets rolled into the March update that they're working on.

Mr. Linehan moved to close the public hearing on the FY 22 budget, seconded by Mr. Evans, voted 10 – 0 – 0.

Roll-call vote:

Ms. Coughlin = yes	Mr. Pierce = yes
Mr. Evans = yes	Mr. Pope = yes
Mr. Gillenwater= yes	Mr. Rooney = yes
Mr. LaFleur = no	Mr. Scurlock = yes
Mr. Linehan = abstain	Ms. Wollschlager = yes

Mr. Linehan moved to adjourn, seconded by Mr. Pierce, voted 10 – 0 – 0.

Ms. Coughlin = yes	Mr. Pierce = yes
Mr. Evans = yes	Mr. Pope = yes
Mr. Gillenwater= yes	Mr. Rooney = yes
Mr. LaFleur = no	Mr. Scurlock = yes
Mr. Linehan = abstain	Ms. Wollschlager = yes

MEETING ADJOURNED 9:53 PM