



# Ware

MASSACHUSETTS

Finance Committee  
126 Main Street  
Ware, MA 01082

## Finance Committee Meeting

Meeting Location: Selectmen's Conference Room  
Ware Town Hall – 126 Main Street

Meeting Dates: Thursday, April 29, 2021

Meeting Time: 7:00 pm

**Due to the outbreak of corona (Covid-19) virus, the Governor has announced an emergency order temporarily lifting the requirement of the Open Meeting Law mandating public access to the physical location of the meeting, provided there is a means of remote access.**

**The instructions to join the meeting virtually or by phone (via Zoom) are:**

**By Phone: +1 929 205 6099**

**Meeting ID:**

**Passcode:**

Meeting Agenda items to be discussed:

1. Review of FY 2022 Department Budgets
2. Review of March 31, 2021 Revenue and Expenditure Report
3. Review of proposed blight by-law
4. Review and approval of prior meeting minutes
5. Review of any emails or correspondence

At the time of posting of this meeting notice and agenda the above items were the only items known. Should an additional item be brought forward, unless of an emergency nature, it will be placed on a future docket. The general public is invited to this and all meetings of the Ware Finance Committee.

Submitted by

Lynn Nenni  
Finance Committee Chair

April 29, 2021 Meeting Minutes

Finance Committee Members Present: Lynn Nenni, Devin Peterson, Ken Willette, Terry Smith

Special Guests: Stuart Beckley, Town Manager; Dr. Dileo, Superintendent of Schools; Chris Desjardins, School Board Chair, Andy Paquette, School Business Manager

The meeting was called to order at 7pm.

***Item 1) Review of FY 2022 Department Budgets***

School committee members were present to review and answer questions concerning their 2022 proposed budget. Dr. Dileo presented an overview of the school's \$13,356,000 "needs based" budget, noting additional yet to be determined money will be available from state and federal grants, including special education, and federal title grants and the esser iii grant. It was also noted the schools had increased their initial transportation request approximately \$173,000, and that everyone preferred to cover the shortfall in the Annual Town Meeting warrant. There was also discussion that in the current year the school expects to have a surplus in the transportation and snow plow budgets.

The finance committee stated that their goals included reducing reliance on Special Town Meetings to appropriate additional funds for the operating budget as well as capital purchases, and requested a 5 year capital plan from the school committee.

The finance committee thanked the school committee for their presentation.

***Item 2) Review of March 31, 2021 Revenue and Expenditure Report***

The committee reviewed the Town's year to date revenue and expenditure report comparing actual spending to the fiscal year 2021 budget appropriation. No significant deviations were noted. Stuart expected the sewer fund to finish the year with a deficit, similar to prior years.

***Item 3) Review of proposed blight by-law***

The committee expressed support for the proposed blight by-law as well as establishing a budget to facilitate repairs and maintenance for blighted properties. Stuart said that some provision was already included in his proposed budget and that he review the amount set aside with staff.

***Item 4) Review and approval of minutes from the April 21 meeting***

Move to Approve: Ken Willette, Second Devin Peterson  
Unanimously Approved

***Item 5) Review of any emails or correspondence***

None Noted

***Item 1) Continuation:***

Stuart and the committee discussed the presentation of capital expenditures in the warrant articles for the Annual Town Meeting. Everyone agreed that capital expenditures paid for with cash should be included in the operating budget in order to avoid a Special Town Meeting mid-year and that it would be helpful to include a schedule of capital purchases funded in the operating budget in the ATM package. There was also discussion of establishing a threshold at which a capital purchase should have a separate warrant article. No definite conclusion was reached on the threshold.

The committee also reviewed items to be discussed in the next few weeks to prepare for the ATM including, the use of free cash and capital stabilization funds to balance the budget, capital planning and debt.

The meeting was adjourned at 8:45.

Respectfully Submitted,

Lynn Nenni  
Finance Committee Chair