Present: Mark Snyder, Matt Anderson, Bob Guerin, Nancy Crossman, Jim Pierce, James McCormick, Laura Wing

Absent: 0

Also Present: Town Manager George Dunham, Finance Director William Jennings and SCTv.

Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L.c.30A, sec.18, and the Governor’s March 15, 2020 and March 23, 2020 Orders imposing strict limitation of the number of people that may gather in one place, this meeting of the Town of Sandwich Finance Committee will be conducted via remote participation and/or following social distancing protocols to the greatest extent possible. Special information and the general guidelines for remote participation by the public by the public and/or other parties with a right and/or requirement to attend this meeting can be found on the Town’s website at www.sandwichmass.org. For this meeting, members of the public who wish to listen and watch the meeting may do so via the Sandwich Community Television website, at www.sandwichcommunitytv.org. 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 of the Town’s website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting. Thank you for your consideration and understanding during the unique public health emergency.

ITEM #1
CALL TO ORDER & PLEDGE OF ALLEGIANCE
Meeting called to order at 7:00 p.m.

Pledge of Allegiance

ITEM #2
PUBLIC FORUM
None.

ITEM #3
REVIEW AND APPROVAL OF MINUTES
Minutes of March 10, 2020
*MOTION WAS MADE BY MR. PIERCE TO APPROVE THE MINUTES OF MARCH 10, 2020 AS PRESENTED. SECONDED BY MR. ANDERSON.
VOTE – UNANIMOUS

ITEM #4
CORRESPONDENCE, STATEMENTS AND ANNOUNCEMENTS
None

ITEM #5
TOWN MANAGER REPORT

Finance Committee 4/21/2020
Mr. Dunham gave a brief explanation of the information which the Chairman read at the beginning of the meeting. ... Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain provisions of the Open Meeting Law, M.G. L. c.30A, section18, and the Governor’s March 15, 2020 and March 23, 2020 Orders imposing strict limitation of the number of people that may gather in one place, this meeting of the Town of Sandwich Finance Committee will be conducted via remote participation and/or following social distancing protocols to the greatest extent possible.

On the matter of ‘virtual meetings’ and further information, the Board of Selectmen plan to meet next week via Zoom.

Due to the Corona Virus, CoVid 19 Pandemic—
- The Special Town Meeting which was scheduled for March 23, 2020 was rescheduled and then has been cancelled.
- The Annual Town Meeting which was scheduled for Monday, May 4, 2020 has been extended to June 15, 2020 by vote of the Board of Selectmen.
- The Annual Town Election which was scheduled for Thursday, May 7, 2020 has been rescheduled to Tuesday, May 19 to coincide with the State’s Special Election to fill the Senate seat vacated by Senator Vinny deMacedo. Absentee ballots are encouraged in an attempt to practice social distancing and reduce the number of times the public is asked to come to a building for voting purposes due to CoVid19.

On the 4th quarter real estate tax bills...the State voted to delay the due date for payment of local taxes from May 1 out to June 1 with no penalty. Per the Town Tax Collector, William Jennings, most real estate taxes are paid via escrow accounts so not so much a cash flow issue.

Per the State, the 30 day requirement for regulatory boards to act on requests has been amended and fully waived at this time.

‘Zoom’ meetings are working well. Would recommend for future meetings possibly.

On the matter of the budget, if we have to go past June 15 to hold the Annual Town Meeting (voting the 2021 annual budget), we have some flexibility. Some concern about the FY’22 budget.

Overview of the FY’21 budget – projected General Fund Revenues and Expenses – FY’21 (GHD 4/14/20),

Mr. Snyder asked for an update on the Henry T. Wing School. Mr. Dunham noted that the bid numbers are ok.

Mr. Dunham also noted, on the 100 Rte. 6A bids all bidders are ok with their numbers. The four lowest bidders were all within the same approximate amount.

Brief discussion on revenues.
Mr. McCormick noted that lottery sales are way down. The State probably won’t have any additional funds... concerned about the negative issues under Revenues.
Mr. Dunham mentioned that we are not as dependent on some the revenues such as rooms tax etc. as other towns are.
Mr. Pierce suggested waiting until we have better numbers (from the State\textsuperscript{**}) before the Committee votes the budget.

Ms. Crossman noted that she is ok to vote the budget with what we have. Mr. Anderson – ok to vote the budget as presented.

Mr. Dunham – I think the committee should vote tonight. I don’t think anything is going to change substantially.

\textbf{*MOTION WAS MADE BY MR. PIERCE TO SUPPORT THE FY2021 BUDGET IN THE AMOUNT OF $86,500,684 AS PRESENTED BY THE TOWN MANAGER. SECONDED BY MS. CROSSMAN.}

Discussion-
Mr. Snyder said that he is encouraged by the numbers going to the General Fund from the health insurance savings money...nearly $800,000.
Finance Director William Jennings explained the health insurance change over process from Harvard Pilgrim or Blue Cross Blue Shield through Cape Cod Municipal Health group to Mass. Municipal Association Blue Cross/Blue Shield that resulted in the substantial savings.

Mr. McCormick noted that he thinks the FinCom still has to do more work on the school side of the budget. The budgets should be separated out. If the School budget and the Municipal budgets were separated, would vote no on the FY’21 School budget.
Mr. Snyder asked if there have been any numbers from the School about savings from Dr. Gould.
Mr. Dunham – no, not yet.
Mr. McCormick…and there were lots of savings.

\textbf{*ROLL CALL VOTE –}

- MR. ANDERSON – AYE
- MR. GUERIN – AYE
- MR. MCCORMICK – AYE
- MS. CROSSMEN – AYE
- MR. PIERCE – AYE
- MS. WING – AYE
- MR. SNYDER – AYE

UNANIMOUS

Mr. Dunham gave an update on the Corvid19 Command Team...Health Director Dave Mason and Fire Chief John Burke are taking the lead and Mr. Dunham, Assistant Town Manager Heather Harper, Public Health Nurse Joanne Gake, Council on Aging Director Susan Marancik, School Superintendent Dr. Pam Gould, Chief of Police Peter Wack as well as many other department heads. Many Public Service Announcements (PSA’s) have been recorded in the auditorium at Town Hall with the assistance of SCTv which involved interviewing various department heads.

Mr. Dunham noted that five town employees in the Public Safety Depts. have tested positive for Covid 19. We have tracked down the people they had contact with. We have one home that has five people and all five were exposed...that is being counted at one positive test. Unfortunately, two deaths in the past two weeks.

Mr. Snyder expressed kudos to Health Director David Mason regarding his efforts explaining the request for wearing masks going into any business in town and the business employees must also wear masks.

Finance Committee 4/21/2020
Mr. Dunham thanked the schools and other personnel for all their efforts for the food distribution. Also, anyone who has tested positive and is isolating at home...we are able to get food for them...just let us know if you have not already.

Mr. Dunham offered a special thanks to Public Health Nurse Joanne Geake, Health Director David Mason and members of the Board of Health, Human Resources Director Marie Buckner, Recreation Director Guy Boucher for all their efforts. The Recreation Department and its summer programs etc. are being impacted.

Mr. McCormick noted that the Food Pantry is looking for money donations.

Mr. Dunham noted that Superintendent Dr. Gould reported that the Schools gave out 3,750 bags of food.

Mr. Snyder said that the veterans are in need also.

Mr. Dunham mentioned that $25,000 to $30,000 has been spent to date mostly on Personal Protective Equipment (PPE)...gloves, masks etc. We are looking into being a ‘test’ community for testing. We have a Federal Emergency Management Agency (FEMA) revolving reimbursement account set up a long time ago by the then Board of Selectmen (possibly while Jim Pierce was on the Board). We have over $100,000 in this account and when we submit our receipts to FEMA reimbursement, the money will go directly back into this account. We don’t have to go to Town Meeting for this. There are a number of businesses that have stepped forward to help in any way they can. Several nail salons have donated masks. The mother of one of the employees in Treasurer’s office is making masks. A nail salon donated a special machine that can clean masks overnight so they can be used again the next day.

Special thanks to Public Health Nurse Joanne Geake...a small staff of two people...herself and one other person...doing incredibly good things. Joanne is in her office all the time...even driving by her office on the weekends, her car is there.

Thank you to Assistant Town Manager Heather Harper who is our Public Service Officer and coordinates the Public Service Announcements (PSA’s).

ITEM#6
OLD BUSINESS
None

ITEM #7
NEW BUSINESS
None

ITEM #8
ADJOURNMENT

7:50 p.m. *MOTION TO ADJOURN WAS MADE BY MR. ANDERSON. SECONDED BY MR. GUERIN. VOTE – UNANIMOUS.

Respectfully Submitted,

Diane M. Hanelt
Secretary

Approved: 5/26/2020
Supporting Documents:
- Town of Sandwich Board of Selectmen – Explanatory Language on the Use of Virtual Meetings on the Town’s Website – April 2, 2020
- FY’21 Budget – Projected General Fund Revenues and Expenses – FY’21 (GHD Draft- 4/14/20)
- FY’21 General Fund Operating Budget Totals (GHD Draft 4/15/2020)
- FY’21 Recommended General Government Budget – Summary of Significant Budget Changes at 3.00% (+/- $10,000) (GHD Draft 4/15/2020)....FY’21 Enterprise Fund Budgets – Summary of Significant Budget Changes (+/- $10,000)
- Funding Outside of General Government Operating Budget – Summary of Significant Budget Changes (+/- $10,000) (GHD Draft- 4/15/2020)
- FY’21 Capital Budget – Final Recommendation (CIPC Approval – 2/10/2020)
- 100 Route 6A Renovation Budget