

Carver Select Board
Joint meeting with Finance Committee and Capital Outlay Committee
Meeting Minutes
Central Fire Station - 99 Main Street
January 28, 2023 - 8:30am

In Attendance: Select Board Chair Mark Townsend, Vice-Chair Sarah Hewins, Jen Bogart, John Cotter, Jim Hoffman, Town Administrator Robert Fennessy, Assistant Town Administrator Elaine Weston and Finance Director Sue Moquin.

In Attendance Finance Committee: Chair Alan Germain, Vice-Chair Beth Sulger, Walter Cole, Patrick Meagher, Ronald Clarke, Bill Cullum & Marie Zweigman

In Attendance Capital Outlay: Chair Beth Sulger, Jen Pratt & John Cotter

Chair led the Pledge of Allegiance and read the community prayer.

Townsend thanked the Fire Department and Chief Weston for the use of the room, thanked the Department Heads for their cooperation in preparing for the budget meetings.

Chair Germain called the Finance Committee meeting to order.

Chair Sulger called the Capital Outlay meeting to order.

Clarke asked what direction Department Heads were given when creating the FY24 budget.

Fennessy stated that Department Heads were asked to submit a level service budget.

FIRE DEPARTMENT: Chief Craig Weston and Deputy Chief Eric Germaine presented the budget. Weston stated that the Fire Department has continued to maintain an ISO 2/2Y fire services rating through the Insurance Services Office (ISO). This rating puts Carver within the top 4% of Fire Departments across the entire nation, saving each tax paying resident on their home owners insurance policy. The savings was between \$100-\$600 per residence in the last year.

Through receiving a Fire Assistance Grant of \$240,000 the department was able to put a new Forestry Brush Apparatus into service. The department response time averages 5.4 minutes, with an average of 21 certified Firefighters responding during the daytime and 30 in the evenings. There are between 80-85 On Call Firefighters. The FY23 budget is \$785,000 or about \$68 per resident, utilizing approximately 1.9% of the Town's \$40 million budget.

The Department is requesting \$700,677.96 for salaries and \$102,580 in expenses. This is for personal protective equipment, repairs on equipment and vehicles and training. The cost of parts has increased dramatically.

Clarke asked what a career department equivalency would cost. Weston stated Plymouth's budget is \$16 million, Middleborough is around \$4 million, Duxbury is around \$4 million and

Kingston is around \$3 million. Weston stated most towns allocate approximately 6-7% of their budget to Fire and Police Departments.

Meagher stated the Carver Fire Department is a hidden gem and praised the department and thanked them. He asked what other Fire Departments are rated at.

Weston stated Plymouth & Kingston is an ISO rating of 3, Wareham is a 4. Weston stated one of the things that is looked at for the rating is a water supply vs. number of buildings. Ponds and lakes do not count as a water supply.

Cotter asked if Carver still generates revenue from training other Towns. Weston stated Carver does use a portion of Carver's training facility to assist neighboring fire departments and it does not generate revenue. Weston stated it is a way to keep the relationship between the towns as we are a call department and rely on mutual aid when needed.

Townsend stated Carver is unique in the way the public safety departments work together, including at budget time. Fennessy stated usually departments are fighting over money needed to fund their departments.

Deputy Chief Germaine stated the department is requesting four Capital items in FY24. In 2023, the existing Self-Contained Breathing Air bottles will be expiring. These are critical to supply air to Firefighters working in hazardous environments. This is estimated to cost \$155,000. The second request is for the rehabilitation of the existing Breaker truck which is estimated to cost \$175,000. The cost of a direct replacement for a new breaker would cost approximately \$500,000. This is a savings of \$325,000. Third, funding to hire, train and equip new Carver Firefighters for \$15,000 has been requested annually. This was not requested last year, however the funds are needed for FY24. The last request is to replace the existing Command Car 1. In 2023, the vehicle will be 10 years old, and new vehicles are a minimum of one year out once ordered. This vehicle is set up as incident command center carrying specialized computers, life rescue and all hazard equipment. All three command vehicles operate multiple public safety radios, computer programs to provide essential control functions while on the scene of emergency incidents.

Germaine stated the Town needs to appreciate the savings to the Town as Germaine is doing the work himself. Germaine stated it could cost up to \$25,000 to have this work done and you would not find this happening in a staffed department.

Fennessy stated the Capital request for \$15,000 to hire, train and equip needed annually could be put into the operating budget. Weston stated due to the nature of the equipment, he would prefer it not be combined with the operating budget as a different amount is needed each year depending on if older equipment can be reused, or if more equipment is needed.

Sulger stated the Capital Outlay is looking to define what a Capital item is so this can be looked at moving forward.

Sulger stated that the Capital requests are currently \$1.9 million and the Capital budget is \$998,000. She asked if there was one item that could be removed, which one would it be.

Germaine stated they do not want to remove anything, but if they had to, they would move the Command vehicle to next year. Germaine stated the Breaker has already been bumped back a year and the other Breaker will need to be done the following year. He would like to see the plan to be standard and not get things moved around or the Town can run into issues, such as needing multiple vehicles the same year.

Germaine stated that if anyone would like to meet at any time to see the equipment, the Chief and he would be available.

POLICE DEPARTMENT: Chief of Police Marc Duphily presented the budget. Duphily stated Carver has excellent public safety services that work well together, which is not common in other communities. The way Carver's public safety chiefs work together is unprecedented. The department staffs 17 officers including the Chief and Deputy Chief. The department has fielded 15,395 calls in 2022. They were able to run the Junior Police Explorers program and Carver Night Out. They held a table talk exercise for an active shooter which included all public safety departments and the school. The number of overdoses has been declining each year. The department is moving forward on a grant with the Department of Mental Health and surrounding towns, which involves bringing in a clinician to assist with mental health calls. This co-response model will give the department the resources needed.

The budget includes salaries for two new officers as the department is facing eminent retirements. The training must start now as the Town is too small to have everyone up to speed in the proper amount of time. One hire will go into the academy and one will be hired at the beginning of the fiscal year. The overtime budget hasn't been changed in years and the contract has increased the overtime budget. There are several things that come up during the course of the year that are unanticipated and need to be accounted for. Overtime details have increased steadily over the last several years. The operational budget has increased for repair and maintenance of vehicles due to the increase in the cost of parts. The computer/subscriptions has increased by 9.35% due to many department needs including the Tritech annual software license, System Works software, web hosting services, Integration Partners, CJIS router maintenance contract, Future Tech which is phone system support, Motorola, body worn cameras, 911 screen connections to Fire dispatch center and matron services.

Capital Item requests include two cruiser replacements, ten bullet proof vests, which have a 5 year life-span, need to be replaced, replacement of admin. cruisers, tasers, equipment for new hires and the records management system.

He stated if one item needed to be shifted, it would be the admin. cruiser replacement.

Duphily recognized the hard work of the officers, his staff and dispatchers.

Townsend asked what King Richard's Faire pays for. Duphily stated that the Faire pays for the details. The Town pays a detail rate which is lower than surrounding towns. During the same time frame as the Faire, a strike was going on in Plympton. Due to the lower rate of detail pay, it was difficult to bring people in to fill the details. Carver did need to put additional officers on

the road during this time. It is not an expense the Town should incur and is looking to mitigate this in the future.

Clarke asked why the detail rate of Carver is lower than surrounding towns. Duphily stated that the contracts expire at different times in each town which makes it difficult. In addition, it is becoming more difficult to attract officers and Carver needs to stay competitive to have quality officers on its staff. Most departments are understaffed and aren't letting people go as lateral transfers. The detail rate is one aspect of this. Clarke asked if the detail rate can be changed mid-contract. Fennessy stated the Town has started to enter into negotiations on this issue.

Duphily stated that Police Reform requires that all Special Police Officers have the same level of training. The Town could lose Special Police Officers due to this.

Clarke asked if the upcoming retirement health benefits are driving retirements in Town. Duphily stated that some people are using this as a reason, but cannot speak to anyone specifically. Duphily stated you need age and years of service, and the cost factor of paying for health insurance is a major factor for himself to leave.

Meagher asked if the 50/50 healthcare payment at retirement is impacting hiring people. He stated this should not only be addressed for Police, but should be addressed across the Town.

Germain stated the problem with the 50/50 healthcare payment at retirement is that the people who came to the Town prior to this being passed, were not expecting this change in their career.

OPERATIONS AND MAINTENANCE: Director Dave Siedentopf and Deputy Director John Woods presented the budget. Siedentopf stated the department is comprised of 32 personnel including 3 maintenance technicians, one for each school and one for all town buildings. The total salary budget requested is \$1,382,868.51 and expenses requested are \$353,239.95.

Fennessy stated the department has no control over the increases as they heavily rely on materials and contractual obligations with the unions. The cost of materials has increased dramatically over the last year.

Townsend stated an item previously brought up is to have an in-house stipend employee to be a contact for the North Carver Water District. Fennessy stated they are looking at the new Facilities Manager to take on that role as part of their position. Townsend stated there should be a consistent contact at Town Hall and to be proactive on issues. There is someone needed to bridge the gap.

Siedentopf stated it is unique that Carver does not have a dedicated water department. If there is a dedicated company that would answer calls 24/7 would be a good solution.

Townsend would like to have dedicated services to notify the North Carver Water customers whenever needed. Finance Director Sue Moquin found when researching accounting software, there are utility accounting platforms that perform full-service to customers including 24/7 phone answering services. This could be a viable option for Carver and North Carver Water District.

Clarke asked if a cost-benefit has been done to find out if it is beneficial to stay on Middleborough water, rather than the Town/NCWD taking it on.

Germain stated that between HVAC going into the library and Town Hall siding, he is confused as to why the Town isn't looking into bonding for Town Hall siding and Library HVAC instead of dragging the jobs out. Cotter agreed with Germain as the projects are big enough to bond. He stated that not doing so would limit the other capital projects that can be done.

Siedentopf stated the capital items include the Green Community Energy Efficiency Program in which the Town needs to show they are investing in the reduction of energy in order to continue to qualify for the Dept. of Energy Resources (DOER) grants. The DOER will no longer fund fossil fuel or lighting projects. Additional Capital projects include library mechanical replacement, tennis and basketball replacement at the school, scag mower purchase, shop materials of a two post-lift, tire changer and tire balancer and dump truck replacement with sander and plow. They have had a lot of mechanical problems with the 2011 vehicle and these expenses will continue until it is replaced. They would be able to auction this vehicle to recover some of the cost. The Council on Aging industrial refrigerator and freezer can be taken off of the Capital request. This is potentially going to be purchased with ARPA funds.

Clarke asked about the Council on Aging plan to bring in a pickle ball court. Siedentopf stated that plan is going through the Community Preservation Committee and not through Capital funding. The cost estimate is from the engineer, not contractors.

Meagher stated that bonding can be done strategically, Town Hall and Library are showing its age and we owe it to the Town to improve the appearance of these buildings and if we don't, then it sends a negative message to the Town. He stated they have to look good on the outside and be presentable.

Sulger asked if the Capital Outlay Committee can physically look at the items requested for replacement. Siedentopf stated they would be happy to show them everything as it would make it easier to comprehend what they are talking about.

Hoffman asked if the library roof is being replaced, does the new HVAC system have to be replaced prior to the roof being done. Siedentopf stated this is new technology which is more energy efficient and the old equipment is going to be abandoned in place as it would be cost prohibitive to remove.

EMERGENCY MEDICAL SERVICES: Chief Michael Ryan presented the budget. The EMS Department is staffed 24 hours a day. When the ambulance is in service, 95% of calls were covered without using mutual aid. Part-time, per diem staff greatly benefits residents by reducing costs to the Town. The total salary budget request is \$807,340.00 and expenses of \$144,145. The department responded to 1,704 calls. The rate of calls has been increasing by approximately 7% per year. This increases the cost to the Town, taking into account the increase in the cost of materials. There is currently a Paramedic/EMT shortage and Carver is able to maintain 47 employees by increasing their wages each year along with the scheduling model used.

Germain would like to see the salaries broken out on the budget. The budget includes 47 EMT/Paramedics. He questioned what the 'Other Professional Services' line is for. Ryan stated this is ambulance billing collection and repair and maintenance for vehicles and uniforms. Operating supplies include medical kits and other needed equipment.

Sulger asked about Medicare and Medicaid cost reporting. Ryan stated they are hopeful it will be shown that they are not reimbursing the Town enough.

Clarke asked if response times are tracked. Ryan stated the average response time is approximately 5.5 minutes greatly due to the location. At night, second responses are delayed as a second shift is not staffed if one call is out. The department averages the same response time as surrounding towns.

Ryan stated the Capital request for EMS is for the replacement of Car 3. This is used for administrative functions such as going to the hospital to pick up medications.

EMERGENCY MANAGEMENT: Chief Tom Walsh presented the budget. Walsh stated the Entergy grant for the power plant has funded the Emergency Management Department. In FY23, a budget was submitted of \$50,000 in preparation of the grant ending, and the Entergy grant fund covered all but \$10,000 of the budget. The FY24 budget will not be supported by the Entergy grant fund. The budget being requested is for \$67,110.

Marie Zweigman arrived at 10:50am

Bill Cullum left at 11:00am

15-minute break

LIBRARY: Director Carole Julius presented the budget. There was previously a position eliminated, but due to unforeseen instances when people are out, she may be looking to fund this position in the future. The Carver Public Library was Certified by the Building of Library Commissioners. The Library is currently open 42 hours each week and they are required by the state to be open 40 hours. There have been no complaints of the closing on Thursday nights. Increases in the budget are contractual. Other Professional Services include website maintenance and technology upgrades. The 'hotspot' program ended by the state and the library would like to keep them. They can be checked out for a week, no more than once a month. The provider is T-mobile at approximately \$36 each per month. These are currently being paid out of the state aid line and the expense is moving to the operational budget. The SAILS Library Network is estimated as the quote has not come in yet. The book budget has to be 16% of the budget according to the state. The passport fees go into the revolving fund which is also spent on the book budget.

Germain asked for a notation on the 'Other Professional Services' line item.

Julius stated the HVAC replacement is starting on Monday, beginning near the conference room area which is anticipated to take approximately one month. Then they will move into the next section. As construction moves into book areas, they will pull popular titles so they are available

to the public. It is possible they may need to close for a few days in April due to the construction.

The Library had ALICE training with all staff and Police Department as well as CPR and AED training.

COUNCIL ON AGING (COA): Director Connie Kelly presented the budget. Kelly stated there has been a lot of growth at the COA registering 341 new members, and has been adding additional tables for programs. She noted that not included as part of the budget, is the GATRA service. In some months, requests for GATRA services have doubled over the previous year. There are currently 7 drivers and could possibly have the need for 2 additional drivers. The drivers start at 8am and the last pick up is at 4pm. The current busses provide for 8 passengers. They may need to get 16 passenger busses. The telephone/internet line increased as the phone system needed to be replaced and it was unanticipated. The postage line is increased to include outreach, SHINE responsibilities as well as the cost of the post office box and the free tax service. 'Other Purchased Services' include programming costs as they are greatly reliant on the 'Friends' group for funding of programs. Due to the large increase in enrollment, additional funding is needed for programming costs.

Clarke asked how much the weekly craft session costs. Kelly stated it can be up to \$5 per person. Clarke stated the 'Friends' group covered this cost. Clarke stated in the past, this was the first budget to go as well as the consolidation of the roles at the COA. He would like to see the budget have \$5,000 to enhance the activities to the seniors, and the 'Friends' group can supplement trips, etc. He would like to see a separate budget line for an Activities Director.

Germain stated the operating budget is low and asked Kelly where the budget is short. Kelly stated there are operational costs, quarterly programs which are being funded out of pocket by the COA Board which is all in the promotion of the COA. Kelly recommended there be a line item of \$500 to reimburse the costs of these events which include a meet and greet, game night, etc.

Germain asked Kelly if the budget could be adjusted and brought back to the Finance Committee. Kelly stated there are several wellness programs she would like funded and thanked the Carver Cultural Council for their generous support of some of the programs they were not able to fund.

Townsend asked if the WiFi in the COA is adequate for their needs. Kelly stated it is, and the fiber optic network would be helpful. In order to provide the iPad program, they were having to borrow the hotspots from the library in order to conduct the class.

Sulger questioned the building repairs and copier lease costs. Moquin stated each building accounts for their own costs in their budgets.

TOWN CLERK: Town Clerk Cara Dahill presented the budget. Dahill stated that printing and postage has increased as well as the dog program. The codification of the bylaws needs to be done in the future. She stated that vault maintenance is needed. Voting by mail has increased the need for office supplies which is unforeseen. The replacement of election equipment is

needed, however equipment was donated from another town. What is happening now is quicker than the new equipment. She is not hearing good feedback from other towns that have the new equipment. There are currently 9,870 registered voters.

Sulger asked about the additional equipment line item. Moquin will look into these funds.

Bogart stated this woman is an unsung hero and is asking for less than a Kindergarten teacher.

VETERANS SERVICES: Agent Mark Pineo and Assistant Agent Lisa Eriksson presented the budget.

Pineo stated there have been 3 Legislative Acts that have increased the claims by triple the amount. This is time-intensive and has impacted the work they can do in their office. This takes away from things they do for Veterans such as holiday baskets.

Germain stated he believes this budget is underfunded. The emergency fund includes the wreaths at the graves. Pineo stated this can be used to help a local Veteran with an immediate need such as obtaining a grocery card. Pineo stated this often goes unnoticed to the general public. Eriksson added this also can help a newly widowed spouse of a Veteran.

Germain would like to see the wreath funding put in a separate line item. Eriksson stated there are two parts of the office, there is the assistance portion for people at home and the acknowledgment portion such as wreaths, etc. There have been changes and they are looking forward to more changes. Eriksson noted the case load has been increased and there are many Veterans in Town that qualify. She stated in 2009, the office was only open for 4 hours per day.

Fennessy stated that one of the first things he did when he was hired was look at COA and Veterans and he made two positions full-time. This still did not solve the problem. They are proposing a part-time administrative assistant to get the paperwork done and making specific hours where the public can come in. Fennessy consulted with Town Counsel and it is legal to disburse money from the emergency fund, and he will get together with the Agents to develop parameters of the emergency fund. A policy will be drafted so that decisions can be expedited. The wreaths are approximately \$1,200-\$1,500. Last year money was transferred from the reserve fund for the wreaths.

Cotter asked how much of the budget is reimbursed. Eriksson stated 75% can be requested from the state.

Pineo thanked everyone for the attention and help the Town has given the Veterans Department.

CONSERVATION: Conservation Agent Gary Flaherty presented the budget. There is a request for increase in travel and training.

Fennessy stated that the salary is being increased due to an increase in 9 hours weekly. The goal is over the course of the next 2-3 years to bring the position back to full-time.

Hewins asked Flaherty if he is able to do all the work required of a Conservation Agent—write grants for land preservation, update the Open Space and Recreation Plan, make maps as needed for members of the public, etc.—as a part-time Agent with only 19 hours? He said he is not; that

he just gets the permitting done at this point and that is really all. He said he often feels underwater. Hewins asked if he had the ArcView mapping system on his computer? He said he does not. Hewins stated there used to be a GIS mapping system available for the Agent; this GIS system is needed to produce maps for residents to show, for example, whether or not they are in floodplains as proof to their insurance companies that they're not; to examine resources on potential conservation land; etc.. She is glad he asked for more hours and thanked Flaherty for his work as the current Agent.

Germain stated when the former Agent Brooke Monroe was leaving, she had high praises for Flaherty and being on the Conservation Commission, he has seen this to be true. Fennessy echoes these statements as well.

PLANNING: Town Planner Tom Bott presented the budget.

Germain asked about the GIS mapping system for Conservation. Bott recommended that Conservation get their own license instead of 'adding on' to the current one. Tighe and Bond can provide the GIS layers needed on the mapping for the Town.

The increases are for the Department Head and are contractual for staff. Seminars and training was increased to continue training opportunities for the Planning Board and the Zoning Board of Appeals such as 40B, subdivisions, special permits, how to write a defensible decision, etc. He is trying to help the boards better understand their jobs and how to do it. Fennessy noted that there will not be a 2% cost of living adjustment to the Department Head salary. The salary of the Planner also reflects Bott's role as the Green Communities Coordinator.

Sulger asked about advertising. Bott stated they are needed for Master Plan, housing plans, hearings for meetings that fall within the Town and the Department. There are currently 11 Planning Board articles for Annual Town Meeting and each of those needs to be advertised.

BOARD OF HEALTH: Health Agent Kevin Forgue presented the budget.

There is an issue on the Department Head budget, it should be increased by 2%. Clerical salaries have been split between 3 departments. This budget funds one of the salaries. A few years ago, the Town lost the services of the Cape Cod Visiting Nurses Association. They are trying to obtain services again now.

Sulger asked how public health issues are being covered. Forgue stated the grant nurse is currently going in the Maven system daily to keep up on public health issues. They are working on hiring a Social Worker and Epidemiologist through the grant. Currently, surrounding towns are sharing a Public Health Nurse.

15 minute break

INFORMATION TECHNOLOGY: IT Director Stephen Mahoney and Assistant Town Administrator Elaine Weston presented the budget. Mahoney went through all of FY24 budget expenses which include copy paper for Town Hall, the dot-gov domain, malware protection for public safety departments, WiFi access for Inspection Department iPads, Comcast Internet Service, NEC Phone System, web site hosting and computer repair, maintenance, monitor

replacements and software purchases. Cotter questioned the town-wide amount that is being requested. Mahoney stated more details will be presented with the school budget, and noted that \$50,000 is for town-wide server replacement & \$90,000 for laptops for teachers. There is also money requested for replacement of Town Hall computers and replacement of aging projection screens with more modern technology.

INSPECTIONAL SERVICES: Town Administrator Fennessy presented the budget. Fennessy stated that we are currently advertising for a full-time Building Commissioner, as we currently have an Interim Building Commissioner. The budget is level funded and no cost of living adjustments will be added.

RECREATION: Recreation Committee Chair Mary Ross and Recreation Coordinator Emily Slavin presented the budget. Recreation runs approximately 15 summer programs. They try not to price programs over \$60 per child. An increase was requested due to the increase of pricing in port-a-potties. There is work that needs to be done on the playground. Slavin thanked Moquin for assisting them with the budget. Ross stated the ice skating rink cost approximately \$7,000.

Germain questioned where the money will come from to maintain a pickle ball court if one is built. He would like to see funding for this built into the budget. Germain requested that they look closer at their budget and present a wish list of items as well as a maintenance account to the Finance Committee.

Slavin would like to see money being taken in, and not just spent. There is a \$5 fee for every registration that goes into an account for Operations and Maintenance to spend on the maintenance of the fields. They have discussed increasing this amount. The youth sports in Carver are not under Recreation.

Cotter asked about the expense of lifeguards. Ross stated it was difficult to get young people willing to do that job, as it is an expensive certification. One route they went was to reimburse the expense of the class at the end of the season. Slavin stated it is time consuming to organize. Ross stated it becomes expensive with the wages.

Cotter asked if there is a comparable town that provides services that we could mirror? Slavin was not sure on that. They are unique right now being a stipend employee, storage at the fire station and closets throughout Town Hall. There is also no credit card. Slavin and Ross have to front the purchases for everything and have paid the tax on many items.

Clarke stated the Lyons Club teamed up with Recreation and made a donation knowing how underfunded they are.

Germain asked Hewins why the house purchased by the Town at 44 Lakeview cannot be used for recreation. Hewins stated that it was purchased for conservation purposes with Conservation Land Trust money and that particular money can't be used for other purposes. However, the land could have a recreation component if that were tied directly to a conservation activity.

Fennessy stated that \$20,670 in revenue was brought in to Recreation, in the last 6 months.

FINANCE COMMITTEE: Chair Alan Germain presented the budget. Germain is requesting that the reserve fund be increased to \$175,000. Other budget requests are level. Germain stated the reserve account gives the Finance Committee the ability to spend up to this amount for emergency/unexpected services.

Sulger questioned if the grant program was before the split with the school. She would like this confirmed.

FINANCE DEPARTMENT: Finance Director Sue Moquin presented the budget. The 'Other Professional Services' line increased due to OPEB valuation happening next year. She is also requesting new accounting software. Assessing clerical salaries are increasing for a request for a part-time clerk. They would like to remove the current contractor from the residential valuations.

Meagher asked if the new accounting software would be for the school as well. Moquin stated it would.

SELECT BOARD/TOWN ADMINISTRATOR: Town Administrator Robert Fennessy presented the budget. Fennessy clarified that the increase is 2% over the budget. The previous budget was set for the Interim Town Administrator. The additional hours line is a catch-all for departments when they need unanticipated overtime, temporary additional hours, etc.

Fennessy reviewed the utilities budget. Due to gasoline prices being volatile, this line was increased. The Legal budget was increased due to an uptick in legal challenges on Board decisions.

Townsend thanked the Department Heads and the Fire Department for the use of the room.

Select Board Motion to adjourn at 2:35pm by Hewins, second by Hoffman.

Finance Committee motion to adjourn at 2:35pm by Clarke, second by Sulger.

Capital Outlay motion to adjourn at 2:35pm by Zweigman 2nd by Cotter.

Listing of Exhibits: Draft FY24 budget, Draft FY24 Capital plan, Draft FY24 Trial Balance Report