

**Cohasset Advisory Committee**  
**Wednesday, September 15, 2021**  
**Virtual Meeting-Zoom Video Call**  
**7:00pm**

Pursuant to MGL c 30A Section 20(b), following Governor Baker's declaration of state of emergency in the Commonwealth arising from COVID-19 Pandemic, the Committee will meet virtually utilizing technology. All votes will be taken by a Roll Call Vote.

**Documents Received:** Draft Financials 6/30/2021 for all appropriated funds.

This meeting was recorded. Meeting was called to order at 7:00 pm.

**Advisory Committee Members in Attendance:**

Jeanne Astino, Mike Barclay, Fran Collins, Robert Hillman, Patrick Kennedy, Mary McGoldrick, Meg Wheeler (joined meeting 7:07pm)

Guests: Town Manager Chris Senior, Director of Finance Don Piatt

**I. Introduction of new members**

All members introduced themselves. Welcomes extended to Mike Barclay and Patrick Kennedy. Mark Maggi was unable to join the meeting.

**II. Budget Process, Fall Town Meeting and Town budget processes and priorities**

Don Piatt reviewed the draft reports for 6/30/2021. Overall the General Fund, Sewer Fund and Water Funds reported positive results for Fiscal Year 2021.

**General Fund:**

**Revenues – 102.4% of budget collected through 6/30/2021.**

- Local Receipts ended at 119.7% of budget collected. This was primarily due to better than expected results in Motor Vehicle Excise, Penalty & Interest, Charges For Services and Licenses & Permits.
- Year over year, local receipts were down (6.1%) mostly due to interest earnings and meals/rooms tax which was expected (87.7% and 115.4% of budget, respectively) and betterment revenue due to a budget error identified and corrected during the FY22 budget process.
- The Town reduced FY21 local receipt estimates by 10%, therefore the year over year decrease of (6.1%) was better than anticipated.

**Expenditures – 98.9% of budget expended/encumbered through 6/30/2021.**

- No significant issues noted within the departmental budgets.
- Expenditure turn backs totaled approximately \$566,000.

**Sewer Fund:**

**Revenues – 125.1% of budget collected through 6/30/2021.**

- Usage and connection fees ended at 102.3% and 428.6% received, respectively.
- Usage continued to trend ahead of target due to increased usage/commitments over the prior year.
- The Sewer Department had also recognized additional revenues from the quarterly grinder pump maintenance fee as the Sewer Department released the ownership of grinder pumps to the residents later in the fiscal year than expected.

**Expenditures – 98.9% of budget expended/encumbered through 6/30/2021.**

- General expenses are at 98.0% of budget.
- Expenditure turn backs totaled approximately \$26,000.

**Water Fund:**

**Revenues – 111.1% of budget collected through 6/30/2021.**

- Usage and connection fees were at 117.7% and 340% received, respectively.
- Usage continued to trend ahead of target due to increased usage/commitments over the prior year.

**Expenditures – 98.7% of budget expended/encumbered through 6/30/2021.**

- General expenses are at 97% of budget.

**Budget Process**

Don gave an overview of the budget process. The assumption is made that there will be a roughly 3% increase year over year which will include contractual obligations. The Town of Cohasset works to create a level services budget (not level funded). While it is not know where the original calculation for the 61/39 revenue split between the schools and town originated, it does align with the the payroll split between the two.

**Fall Town Meeting**

STM is December 13, 2021. Items to be covered include articles moving free cash to reserve funds, zoning articles and the proposed Town Hall project.

Rob mentioned the at the next Advisory meeting the committee would begin to craft the budget message.

**III. Discussion of Committee Liaison Assignments and selection of Secretary**

Patrick Kennedy volunteered to assume the position of secretary.

Mary moved, Meg seconded. All members voted aye.

***Proposed Liaison assignments, to be finalized at the next meeting, September 29***

Alternative Energy: Fran Collins

Capital Budget Committee: Rob Hillman and Mike Barclay

Community Preservation Committee: Meg Wheeler

DPW/Facilities- Fran Collins and Patrick Kennedy

Harbor Committee: Fran Collins

Library/Elder Affairs:

Planning Board/Zoning : Meg Wheeler

Police & Fire: Mike Barclay

PEB – [Mark Maggi](#) and Meg W.

School Committee: Jeanne Astino and Mary McGoldrick

Select Board: Rob Hillman

Water/Sewer: Meg Wheeler and

Town Hall Building Committee: Mary McGoldrick and Meg Wheeler

**Next Meeting September 29, 7:00 pm.**

Motion to Adjourn by Mary, Patrick seconded. All members voted aye.

Adjourned at 8:28pm