



TOWN OF MENDON

Finance Committee

fincomm@mendonma.gov

MEETING MINUTES

Michael Krager, Chairman
Nicholas Ciantra, Vice Chairman
Billy Haddad, Clerk
Mike Ammendolia
Jesse Curll
John Hodgens
Ron Zammuto

Meeting Date: Tuesday, March 18, 2025
Time Called to Order: 6:30 PM
Time Adjourned: 10:30 PM
Location: Town Hall - Main Meeting Room
Meeting Chair: Michael Krager
Recorder: Billy Haddad

Member:	Present ¹	Remote ²	Member	Present	Remote
Michael Krager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	John Hodgens	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Nicholas Ciantra	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Jesse Curll	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mike Ammendolia	<input type="checkbox"/>	<input type="checkbox"/>	Billy Haddad	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ron Zammuto	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

Topic Name:	Finance Committee Attended the Select Board Meeting
Summary:	<p><u>Presentation of the Level Service Budget:</u></p> <p>Jeremy presented the “level service budget “explaining that the baseline costs for ongoing services were separated from additional funding requests (or “asks”) submitted by department heads. The idea was to account for the services that run at current levels (which produce a structural surplus) while clearly identifying how each additional request would reduce that surplus.</p> <ul style="list-style-type: none">• Baseline operational costs were “levelled” to reflect standard service without extra funding.• Additional “asks” from various departments were listed and totaled with GL codes and brief descriptions. <p><u>Staffing and Administrative Needs</u></p> <p>The boards discussed the staffing, particularly the need for additional administrative support and the debate over hiring full-time versus part-time personnel. Members shared concerns about high turnover, the challenges of covering peaks in workload (such as overtime scheduling, firefighter staffing, and senior center coverage), and the implications for union positions. While some board members expressed a preference for a full-time hire to ensure continuity and comprehensive coverage, others were open to a flexible, part-time arrangement with the possibility of expansion later.</p> <ul style="list-style-type: none">• Debate over whether to add full-time versus two part-time positions for administrative support.• Concerns about coverage, backup, and turnover were highlighted.

¹ If “Present” contains an “x” that person was physically present.

² If “Remote” contains an “x” that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

	<ul style="list-style-type: none"> • Discussion extended to related staffing needs, including firefighter overtime and additional personnel to alleviate workload pressures. <p><u>Parks and Recreation and Facilities Reconfiguration</u></p> <p>The Boards were presented with a proposal to reassign a portion of the Parks and Recreation director’s hours toward facilities management responsibilities. This reallocation would create a clearer delineation between traditional parks programming and the maintenance or “facilities” tasks—including oversight of grounds, heavy equipment uses, and overall wear and tear. Additionally, the idea of adding a new foreman position (focused on seasonal grounds work and snow/ice removal) was discussed, along with the union implications and the need for clearly defined job descriptions to avoid conflicting orders among supervisors.</p> <ul style="list-style-type: none"> • Proposal to shift some responsibilities from Parks and Recreation to a dedicated facilities management track. • Suggestion to create a new foreman role for grounds management, with seasonal focus and backup for snow/ice removal. • Emphasis on clarifying job descriptions and roles to resolve potential conflicts (especially regarding union and reporting issues). • Objective: Enhance efficiency, provide redundancy, and better meet long-term maintenance needs. <p><u>Reserve Funds and Future Negotiations</u></p> <p>Members examined the town’s surplus and discussed how best to allocate reserve funds for future negotiations and capital needs. There was an in-depth conversation about whether excess funds should remain as “free cash” or be parked in a formal Fincom reserve (or stabilization account) to be used for upcoming contract negotiations, market adjustments, or unforeseen expenses. Specific examples were given, including the discussion about state aid in the library account and potential future overrides. The board recognized the importance of maintaining flexibility so that, if unexpected budget shortfalls occur next fiscal year, pre-designated reserve funds can be accessed without requiring an immediate town meeting vote.</p> <ul style="list-style-type: none"> • Debate on the best use of the structural surplus: free cash versus the Fincom reserve. • The reserve is seen as a precautionary measure to support future market adjustments, contract negotiations, and capital projects. • Discussion included leveraging state aid (e.g., in the library) and the advantages of having reserve funds readily available. • The group consensus was using Fincom reserves to ensure flexibility and avoid extra special town meeting votes for emergency expenditures.
Decisions Made:	<p>The Select Board made a motion to add nine additional administrative hours plus benefits at a cost of \$33,989.27 (line 56). Which was adopted by a majority vote.</p> <p>The Select Board made a motion to accept the Town Administrator’s recommendation for highway-related upgrades (line 52) at a cost of \$723,143.32. Which was adopted by a majority vote.</p> <p>Ron made a motion to have the Finance Committee recommend an operational budget of \$24,441,370.32 to the town which was seconded by Jesse. This was unanimously adopted.</p>

Actions to be Taken:	The Committee will meet to vote on final recommendations for the Annual Town Meeting.
Related Documents:	5.2.25 ATM Draft Warrant Grounds / Facilities Memo