

TOWN OF NORWOOD  
Joint Meeting – Finance Commission, Board of Selectman  
Norwood School Committee Meeting  
Police and Fire Community Room  
Saturday, April 6, 2019

A joint meeting of the Board of Selectmen, Finance Commission and School Committee was held on Saturday, April 6, 2019. The meeting was called to order at 9:00 a.m.

**School Committee Members Present:** Ms. Myev Bodenhofer, Chair, Ms. Teresa Stewart and Ms. Joan Giblin

**Excused:** Ms. Maura Smith and Mr. Catania

**Selectmen:** Mr. Paul Bishop; Mr. William Plasko; Mr. Thomas Maloney; Mr. Allan Howard and Mr. David Hajjar

**Finance Commission:** Mr. Alan Slater, Mr. Bob Donnelly; Mrs. Ann Haley; Ms. Kelly Noumi

**Excused:** Mrs. Judy Langone

**Administrators Present:** Mr. Tony Mazzuco, General Manager; Dr. Dave Thomson, Superintendent of Schools; Mr. Thomas McQuaid, Town Accountant; Mr. Bernie Cooper, Assistant Town Manager

Mr. Paul Bishop welcomed everyone to today's meeting and thanked everyone for coming together on this beautiful Saturday morning to work towards making Norwood a better town financially.

Mr. Mazzuco informed that the group would be reviewing and discussing 16 Financial Policies for approval or for updating.

**Review and Approval of Financial Management Policies:**

**1: Assessor's Overlay and Overlay Surplus:** Ms. Ann Haley recommended making changes to the wording regarding overlay surplus.

There was much discussion regarding the wording.

Mr. Alan Slater made a motion to approve this policy, with the suggested wording change, which was seconded by Ms. Haley. The majority of those in attendance were in favor of this policy.

**2. Capital Improvement Planning:** Mr. Plasko made a motion to add the current policy into this statement with paragraphs 3 and 4.

There was general agreement that the Capital Outlay Committee should review and define what is Capital Outlay at some point in the future,

The majority of those in attendance were in favor of this policy.

**3. Debt Management:** After much discussion, Mr. Plasko made a motion to approve with the addition of 2 wording changes.

The majority of those in attendance were in favor of this policy.

**4. Fees:** There was some discussion as to who shall maintain the consolidated fee schedule.

The majority of those in attendance were in favor of this policy.

**5. Free Cash:** The majority of those in attendance were in favor of this policy.

**6. Investment:** The majority of those in attendance were in favor of this policy.

**7. OPEB (Other Post-Employment Benefits):** The majority of those in attendance were in favor of this policy.

**8. Pension Funding:** The majority of those in attendance were in favor of this policy.

**9. Stabilization Fund (General Purpose):** Mr. Mazzucco explained that this is the Town's primary savings account. There was some discussion regarding the minimum amount needed to ensure the fund is managed in accordance with best practices and statutory obligations.

The majority of those in attendance were in favor of the policy.

**10. Stabilization Fund (Special Purpose):** After some discussion, Mr. Slater made a motion to reduce the minimum balance of the reserve fund to \$150,000. The majority of those in attendance were in favor of this change.

**11. Reserve Fund:** The majority of those in attendance were in favor of the policy.

**12. Revenue and Revenue Projections:** The majority of those in attendance were in favor of the policy.

**13. Revenue Sharing Formula:** Ms. Noumi recommended waiting to discuss this policy until after the operation override election.

The current formula directs 55% of new revenue to the schools and 45% booked to general government; minus shared costs. There was some discussion regarding what the shared costs are.

The majority in attendance agreed to table this policy.

**14. Tax Collection & Enforcement:** The majority in attendance were in favor of this policy.

**15. Budget Balancing Committee:** The purpose of the Budget Balancing Committee policy is to ensure the creation and operation of a committee comprised of major elements of Town Government to work collaboratively in the balancing the annual budget.

The Town-Wide Budget Balancing Sub Committee shall be comprised of the following nine (9) voting members:

- Board of Selectmen – Two Members;
- School Committee – Two Members;
- Finance Commission – Two Members;
- General Manager – Ex Officio Member;
- Superintendent of Schools – Ex Officio Member;
- Director of Finance – Ex Officio Member

Dr. Thomson brought up the fact that as a paid employee he does not feel comfortable being a voting member. There was some discussion as to keeping the BBC at six (6) voting members or whether there should be another voting member added.

**16. Revolving Funds (to be develop)**

**Review and Approval of MOU related to Override:** Mr. Mazzucco read the draft MOU related to the Override. There was much discussion.

Ms. Stewart and Dr. Thomson explained that the school department has items in the school budget that they have no control over, i.e., special education and ELL. Ms. Noumi suggested changing the area that says ***General Government and School Department operating budget*** to ***The Town operating budget***.

**Discussion of Free Cash in FY20 Budget Related to Override:** Mr. Mazzucco reviewed the agreement that the half-million dollars from Forbes Hill would be allocated to the schools should the override not pass. He wanted to discuss what should happen to this money should the override pass. Mr. Mazzucco made a recommendation to put it in the Override Stabilization Account.

There was some discussion regarding this item. Those in attendance agreed to wait and see how the override vote goes and then to have the Budget Balance Committee decide what should happen to the money should the override pass.

**Review of Budget Process Changes for FY21:** Agreed to table.

Mr. Bishop thanked everyone for coming out today and added that he would like to meet like this occasionally to make sure everyone is on the same page. He also thanked Norwood Community Media for covering today's meeting.

**Adjournment:** The Committee Members agreed to adjourn at 1:10 p.m.

Respectfully Submitted:

Donna G. Doliner, Clerk  
Norwood School Committee