

Justin Paré, President
John Simmons, Vice President
Daniel Donovan
Mark Gould, Jr.
Darius Gregory



Kathleen Prescott
Patrick Reynolds
Andrew Shanahan
Andrea Slobogan

Town of North Attleborough

TOWN COUNCIL

43 South Washington Street, North Attleborough, MA 02760

Phone: (508) 699-0100

4/10/2023 - Minutes

I. Pledge Of Allegiance

1. PLEDGE OF ALLEGIANCE

President Paré called the meeting to order at 7:00 P.M. and lead the Council and the audience in the pledge of allegiance.

Members Present:

Justin Paré

John Simmons

Patrick Reynolds

Mark Gould

Andy Shanahan

Daniel Donovan

Darius Gregory

Andrea Slobogan

Kathleen Prescott

Staff Present:

Town Manager Mike Borg

Assistant Town Manager Antonio Morabito III

Clerk of the Council Kerrin Billinghoff
Town Accountant Linda Catanzariti
Assistant Assessor Cheryl Smith
Building Department Office Manager Michelle DiRenzo
Town Clerk Patty McNielly
Treasurer/Tax Collector Chris Sweet
Conservation Agent Shannon Palmer
Elections Director Pat Dolan
Economic Developer Lyle Pirnie
Health Director AnneMarie Fleming
I.T. Director Keith Mueller
Town Planner Gil Hilario
Solid Waste Director Laura Munson
Veterans Agent Steve Travers
Zoning Clerk Sandra McCrory
Animal Control Officer Felicia Camara
Council on Aging Director Pam Hunt
Electric Department General Manager Pete Schiffman
Fire Department Chief Chris Coleman
Deputy Fire Chief Mick Chabot
Human Resources Director Cathy Calicchia
Library Director Frank Ward
Park & Recreation Director Steve Carvalho
Police Chief Rick McQuade
Department of Public Works Director Mark Hollowell
Superintendent of Schools Dr. John Antonucci

Invited Guests:

Pedro Alves - Housing Authority Commissioner Appointment

Kevin O'Donnell- Municipal Building Committee Appointment

Alexandria Colacito - Board of Election Commissioners Appointment

Amy Sullivan

Documents Reviewed:

- Town Council Minutes from the March 27, 2023, Meeting
- **Town Council Executive Session Minutes of March 27, 2023, Meeting**
- Town Manager's Report April 10, 2023, 2023
- Measure 2023-049- Confirmation of Appointment of Pedro Alves to the Housing Authority Board
- Measure 2023-047- Confirmation of Appointment of Kevin O'Donnell to the Municipal Building Committee
- Measure 2023-050- Confirmation of Appointment of Alexandria Colacito to the Board of Election Commissioners
- FY2024 Budget Message
- FY2024 Final Budget Presentation
- Measure 2023-051- FY24 General Fund Annual Appropriation
- Measure 2023-052- FY24 OPEB Funding
- Measure 2023-053- FY24 Quinquennial Evaluation
- Measure 2023-054- FY24 Capital Stabilization Fund Transfer
- Measure 2023-055- FY24 Ambulance Receipts Reserved for Appropriation Transfer
- Measure 2023-056 -FY24 Betterment Stabilization Fund Transfer
- Measure 2023-057- FY24 Solid Waste Enterprise Fund Annual Appropriation
- Measure 2023-058-FY 24 Sewer Enterprise Fund Annual Appropriation
- Measure 2023-059- FY24 Water Enterprise Fund Annual Appropriation
- Measure 2023-060- FY24 Comcast PEG Access Enterprise Fund Annual Appropriation
- Measure 2023-061- FY24 Verizon PEG Access Enterprise Fund Annual Appropriation
- Measure 2023-062- FY24 General Fund Capital Improvement Plan Utilization of FY23 Free Cash
- Measure 2023-063-FY24 General Fund Capital Projects for Approval
- Measure 2023-064-FY24 Ambulance Receipt Reserve Account Transfer - CIP
- Measure 2023-065- FY24 Solid Waste Enterprise Fund Utilization of Retained Earnings for CIP
- Measure 2023-066-FY24 General Fund Capital Improvement Plan for Borrowing
- Measure 2023-067-FY23 Sewer Enterprise Fund Capital Projects for Borrowing
- Measure 2023-068 -FY23 Water Enterprise Fund Capital Projects for Borrowing
- Measure 2023-069- FY24 Revolving Account Annual Authorization
- Measure 2023-070- FY24 Local Acceptance of Certain Property Exemptions
- Measure 2023-071- FY24 Additional Real Estate Property Tax Exemption of One Hundred Percent (100%)

- Measure 2023-072- FY24 Establish the Amount for Town Manager Line-Item Transfers
- Measure 2023-073- Utilization of Retained Earnings for PEG Access Capital Projects

II. Approval Of Minutes

a. Approval of Town Council Minutes of March 27, 2023.

Vice-President Simmons moved to approve the Town Council Meeting Minutes of March 27, 2023.

Councilor Gould seconded the motion.

Motion carried 7-0-2.

b. Approval of Town Council Executive Session Minutes of March 27, 2023.

Vice-President Simmons moved to approve the Town Council Executive Session Meeting Minutes of March 27, 2023. Minutes to be approved only, and not released.

Councilor Gould seconded the motion.

Motion carried 6-0-3.

a. Approval of Town Council Minutes of March 27, 2023

b. Approval of Town Council Executive Session Minutes of March 27, 2023

III. Town Councilor Community Announcements

President Pare' thanked Pat Dolan the Election Coordinator as well as everyone who helped out with this year's election.

President Pare' reported that a future Joint Executive Decision for School Safety and Security will be schedule at a future meeting.

IV. Town Manager Report

a. Town Manager Michael Borg gave an overview of the Town Manager Report. Items he reviewed included:

- Emergency Management -Updates
- Communications-Updates
- Operations-Updates
- Budget-Updates
- Personnel-Updates

V. Resident And Community Comment

Nothing heard at this time.

VI. Confirmations

a. Measure 2023-049- Confirmation of Appointment of Pedro Alves to the Housing Authority Commission

Town Manager Borg explained that an interview with Pedro Alves of 11 Quail Creek, North Attleborough was completed for him to serve on the Housing Authority. After a favorable interview, Mr. Borg recommended him for appointment to the Housing Authority Commission.

The Town Manager respectfully requested the Town Council confirm the appointment of Pedro Alves as a member of the Housing Authority. His Term will expire on April 1, 2025.

Mr. Alves was in attendance and addressed the Council and Mr. Borg. He thanked them for the opportunity to serve the Town in this capacity.

Vice-President Simmons made a motion to approve Measure 2023-049- Confirmation of Appointment of Pedro Alves to the Housing Authority Commission with a term to expire on April 1, 2025.

Councilor Prescott seconded the motion.

Motion carried 9-0.

b. Measure 2023-047- Confirmation of Appointment of Kevin O'Donnell to the Municipal Building Committee

Town Manager Borg explained that an interview with Kevin O'Donnell, of 294 South Washington Street, North Attleborough was completed with for Mr. O'Donnell to serve on the Municipal Building Committee. After a favorable interview, he recommended him for appointment to the Committee.

Mr. Borg respectfully requested the Town Council confirm the appointment of Kevin O'Donnell as a member of the Municipal Building Committee. His Term will expire on June 30, 2025.

Mr. O'Donnell thanked the Town Council and Mr. Borg for the opportunity.

Vice-President Simmons made a motion to approve Measure 2023-047- Confirmation of Appointment of Kevin O'Donnell to the Municipal Building Committee with a term to expire on June 30, 2025.

Councilor Prescott seconded the motion.

Motion carried 9-0. UNAMIOUS

c. Measure 2023-050- Confirmation of Appointment of Alexandra Colacito to the Board of Election Commissioners

Mr. Borg explained that an interview with Alexandra Colacito of 55 Grant Street, North Attleborough was completed with for her to serve on the Board of Election Commissioners. After a favorable interview, he recommended her for appointment to the Board.

Town Manager Borg respectfully requested the Town Council confirm the appointment of

Alexandra Colacito is a member of the Board of Election Commissioners. Her Term will expire on March 31, 2025.

Ms. Colacito thanked Mr. Borg and the Town Council for the opportunity to serve the community. She is honored to be appointed.

Vice-President Simmons made a motion to approve Measure 2023-050- Confirmation of Appointment of Alexandra Colacito to the Board of Election Commissioners with a term to expire on March 31, 2025.

Councilor Prescott seconded the motion.

Motion carried 9-0.

- a. Measure 2023-049- Confirmation of Appointment of Pedro Alves to the Housing Authority Board
- b. Measure 2023-047- Confirmation of Appointment of Kevin O'Donnell to the Municipal Building Committee
- c. Measure 2023-050- Confirmation of Appointment of Alexandria Colacito to the Board of Election Commissioners

VII. Sub-Committee Reports

- a. Finance

Nothing to report at this time.

- b. Economic Growth & Sustainability

Nothing to report at this time.

- c. By-Law

Nothing to report at this time.

- d. Rules

Nothing to report at this time.

- e. School Committee Representative

Nothing to report at this time.

- f. Communication, Public Participation, & Engagement

Nothing to report at this time.

- g. Local Emergency Planning

Nothing to report at this time.

VIII. Old Business

IX. New Business

None at this time.

a. Final FY2024 Budget Submittal:

i. FY2024 FINAL BUDGET MESSAGE and PRESENTATION

a. **Final FY2024 Budget Submittal:**

FY2024 BUDGET MESSAGE

FY2024 FINAL BUDGET PRESENTATION

Town Manager Borg presented the FY2024 Budget Presentation to the Council-
"Fiscal Year 2024 Final Budget Presentation."

The Town Manager reviewed each of the listed topics in the table of contents in detail:

Table of Contents:

1. Recognition of Amy Sullivan for being an outstanding employee who goes above and beyond.
2. Charter Requirements
3. Budget Knowns & Unknowns
4. FY24 Budget Objectives
5. Budget Drivers
6. FY24 Estimated Revenues
7. Cherry Sheet Analysis
8. FY24 Expense Forecast
9. Enterprise Funds
10. Five Year Financial Outlook
11. Development Highlights
12. Capital Improvement Plan
13. Budget Summary

There was discussion amongst some of the Town Council Members and the Town Manager regarding a few topics at each of the stopping points throughout the presentation.

The FY24 Final Budget can be viewed in its entirety on the Town's Website:

<HTTPS://WWW.NATTLEBORO.COM/DOCUMENTCENTER/VIEW/5000/FISCAL-YEAR-2024-FINAL-BUDGET-PRESENTATION-PDF>

1. Measure 2023-051- FY24 General Fund Annual Appropriation
2. Measure 2023-052- FY24 OPEB Funding
3. Measure 2023-053- FY24 Quinquennial Evaluation
4. Measure 2023-054- FY24 Capital Stabilization Fund Transfer
5. Measure 2023-055- FY24 Ambulance Receipts Reserved for Appropriation Transfer

6. Measure 2023-056 -FY24 Betterment Stabilization Fund Transfer
7. Measure 2023-057- FY24 Solid Waste Enterprise Fund Annual Appropriation
8. Measure 2023-058-FY 24 Sewer Enterprise Fund Annual Appropriation
9. Measure 2023-059- FY24 Water Enterprise Fund Annual Appropriation
10. Measure 2023-060- FY24 Comcast PEG Access Enterprise Fund Annual Appropriation
11. Measure 2023-061- FY24 Verizon PEG Access Enterprise Fund Annual Appropriation
12. Measure 2023-062- FY24 General Fund Capital Improvement Plan Utilization of FY23 Free Cash
- 13. Measure 2023-063-FY24 General Fund Capital Projects for Approval**
14. Measure 2023-064- FY24 Ambulance Receipt Reserve Account Transfer-CIP
15. Measure 2023-065- FY24 Solid Waste Fund Utilization of Retained Earnings
16. Measure 2023-066-FY24 General Fund Capital Improvement Plan and Funding for Borrowing
17. Measure 2023-067 -FY24 Sewer Enterprise Capital Projects for Borrowing
18. Measure 2023-068- FY24 Water Enterprise Capital Project for Borrowing
19. Measure 2023-069- FY24 Revolving Accounts Annual Authorization
20. Measure 2023-070- FY24 Local Acceptance of Certain Property Tax Exemptions
21. Measure 2023-071- FY24 Additional Real Estate Property Tax Exemptions One Hundred Percent
22. Measure 2023-072-Establish a Maximum Dollar Amount of \$9,999.99 for Town Manager Line Item Transfers

Vice-President Simmons made a motion to refer FY2024 Budget Measures 2023-051 through Measure 2023-072 to the Finance Sub-Committee for further review.

Councilor Prescott seconded the motion.

Motion carried 9-0.

- b. Measure 2023-073- Utilization of FY23 Retained Earnings for Comcast PEG Access for North TV

a. Measure 2023-073- Utilization of Retained Earnings for PEG Access Capital Projects

Purpose and Justification:

Each year the Town receives funds from Comcast for the funding of North T.V. Capital Improvement Projects to enhance PEG access.

Therefore, I respectfully request the Town Council vote to approve expenditure of \$6,600.00 from the Comcast PEG Access FY23 Retained Earnings Account for the following capital purchases:

Sony 100M Hybrid Optical Cable	\$2,750.00
325' SDI Cable (2), Audio (), CAT5 (1)	\$1,250.00
Snake Sony camera cables, audio, video	\$2,500.00

and CAT cable between press box and van location. Terminated cables.

Incoming Freight	\$100.00
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Total : \$6,600.00

Town Manager Borg requested that this measure be referred to the Finance Sub-Committee for further review and consideration.

Vice-President Simmons made a motion to refer Measure 2023-073- Utilization of Retained Earnings from PEG Access Capital Projects in the amount of \$6,600.00 to the Finance Sub-Committee for further consideration.

Councilor Prescott seconded the motion.

Motion carried 9-0.

X. Executive Session

- a. M.G.L. c.30A, Sec.21(a), Sec.6- To consider the purchase, exchange, lease, or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

No Executive Session was needed at this time.

XI. Adjournment

Vice-President John Simmons made a motion to adjourn at 9:17PM.

Councilor Prescott seconded the motion.

Motion carried 9-0.