



Town of Concord
Finance Committee
22 Monument Square
Concord, Massachusetts 01742-0535

Revised AGENDA
Concord Finance Committee
March 25, 2021
7:00 PM
via Zoom Webinar and broadcast on MMN

Zoom Access Info:

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://us02web.zoom.us/j/83196751144?pwd=NDkrMng0e1R0MVB1K2FuTkFlcDM2UT09>

Passcode: 607878

Webinar ID: 831 9675 1144

1. Minutes: as available
2. Chair's Report
 - a. FinCom Report
 - b. Nominating Subcommittee
 - c. calendar
3. Review: FY22 – 26 Capital Improvement Plan
4. Update: Free Cash Certification
5. Review: Estimated Impact of Middle School project
6. Discussion: Middle School project
7. Correspondence:
8. Observer Reports
9. CFO Report
10. Citizen Comments

Reminders:

- **Next Regular Meeting:** May 13, 2021
- **2021 ATM Public Hearings:** April 27, 2021 (Select Board); April 29, 2021 (FinCom); May 6, 2021 (FinCom); May 11, 2021 (FinCom); May 13, 2021 (Planning Board)
- ***When Finance Committee members anticipate being absent from a meeting, it would be appreciated if they would notify Chair Mary Hartman by email at:***
[**maryhartman7@gmail.com**](mailto:maryhartman7@gmail.com)

Supporting materials for agenda items are available online at www.concordma.gov/fcmtgdocs. Materials are generally uploaded on the Tuesday prior to the Regular Meeting.

If any member has materials they would like to present for discussion, please inform the chair in advance of the meeting.

FY22 Finance Committee Calendar, updated 10.07.20

Day	Date	Type of Meeting	Activity
Thursday	8-Oct	Regular	
Thursday	29-Oct-20	Regular	
Thursday	19-Nov-20	Regular	
Monday	30-Nov-20	-----	ATM Standing Vote (1976) required deadline to issue Guideline
Thursday	17-Dec-20	Regular	
Thursday	7-Jan-21	Guidelines	CPS/ CCRSD Response to Guidelines Information Request
Thursday	14-Jan-21	Guidelines	Town and Minuteman Response to Guidelines Information Request
Thursday	21-Jan-21	Guidelines	Recommend Preliminary FY22 Guideline
		Regular	Vote Preliminary FY22 Guideline
Thursday	4-Feb-21	Guidelines	Town/ CPS Response to FY22 Guideline
Thursday	11-Feb-21	Guidelines	CCRSD Response to FY22 Guideline
Thursday	25-Feb-21	Guidelines	Recommend Final FY22 Guideline
		Regular	Vote Final FY22 Guideline
Friday	26-Feb-21	-----	Issue Final FY22 Guideline
Thursday	25-Mar-21	Regular	
Thursday	29-Apr-20	Public Hearing	Town & CPC Articles
Thursday	6-May-21	Public Hearing	School Articles
Tuesday	11-May-21	Public Hearing	Enterprise Fund Articles
Thursday	13-May-21	Regular	
Thursday	20-May-21	-----	deadline for Warrant Article Recommendations
Friday	21-May-21	-----	FinCom Report to Printer
Tuesday	1-Jun-21	-----	FinCom Report back from Printer
Thursday	3-Jun-21	-----	deadline to mail FinCom Report to households
Sunday	13-Jun-21	Annual Town Meeting	

Kerry Lafleur

From: dlssupport@dor.state.ma.us
Sent: Thursday, March 18, 2021 1:45 PM
To: Lane Partridge; Carolyn Dee; Rick Ladd; Stephen Crane; Christopher Carmody; Kate Hodges; Linda Escobedo; Jeremy Romanul; Erin Mulcahy; Mary Barrett; Kerry Lafleur; dlsgateway@dor.state.ma.us
Cc: handfielda@dor.state.ma.us
Subject: Notification of free cash approval - Concord
Attachments: Concord FY20.pdf

Massachusetts Department of Revenue Division of Local Services

Geoffrey E. Snyder, Commissioner

Sean R. Cronin, Senior Deputy Commissioner of Local Services

3/18/2021

NOTIFICATION OF FREE CASH APPROVAL - Town of Concord

Based upon the un-audited balance sheet submitted, I hereby certify that the amount of available funds or "free cash" as of July 1, 2020 for the Town of Concord is:

General Fund	\$6,398,206.00
Enterprise Fund Swim & Fitness	\$2,621,192.00

This certification is in accordance with the provisions of G. L. Chapter 59, §23, as amended.

Certification letters will be emailed to the mayor/manager, board of selectmen, prudential committee, finance director and treasurer immediately upon approval, provided an email address is reported in DLS' Local Officials Directory. Please forward to other officials as you deem appropriate.

Sincerely,

Mary Jane Handy

Mary Jane Handy
Director of Accounts
Massachusetts Department of Revenue

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this mail in error please notify the postmaster at dlr.state.ma.us.

Free Cash as of June 30, 2020

- Unrestricted fund balance
- By policy, should be 5 – 10% of budget (following year)
- Free Cash Certification of \$6,398,206 represents 5.54% of FY21 Budget (\$115,581,144)
- Timing issues (itemized below) impacted certified balance; these amounts will be added back for 06.30.21 certification.

			Percent of Next Year's Budget (from Certification Date)
As of June 30, 2020		\$ 6,398,206	5.54%
Policy Requirements:			
	5% Minimum	\$ 5,779,057	
	10% Maximum	\$ 11,558,114	
Current Balance Above Maximum Policy Requirement:		\$ (5,159,908)	
2020 Annual Town Meeting Requests:			
Article xxx, to Reduce Property Taxes		\$ 1,000,000	
		\$ -	
		\$ 1,000,000	
Surplus Amount to be used in accordance with Policy		\$ (6,159,908)	
Balance of Free Cash, if all ATM requests are approved:		\$ 5,398,206	4.67%
	amounts reserved due to timing:		
	Cambridge Turnpike Grant & Ch. 90	\$ 1,342,702	
	Telecommunications Capital	\$ 118,563	
		\$ -	
		\$ 1,461,265	
Free Cash should have been:		\$ 7,859,471	6.80%
After \$1M for FY22 Budget		\$ 6,859,471	5.93%

-- General Fund --

SUBMITTED BY	Mary Barrett	CITY/TOWN/DISTRICT	Concord
PHONE	978-318-3065	SUBMISSION DATE	02/26/21
FIELD REP	Amy Handfield	SUBMISSION COMPLETE DATE	03/17/21

FREE CASH CALCULATION

BEGIN:

UNRESERVED UNDESIGNATED FUND BALANCE 14,923,209

LESS:

PERSONAL PROPERTY TAXES RECEIVABLE 50,420

REAL ESTATE TAXES RECEIVABLE 1,322,955

OTHER RECEIVABLES IN DEFERRED REVENUE BELOW

-	-	-
-	-	-
-	-	-
-	-	-

OTHER RECEIVABLES, OVERDRAWN ACCOUNTS, DEFICITS

FY20 EMPG19 Grant	4,600	-	
SPED Early Child	11,495	-	
Due from other gen fund	317,665	-	<i>→ Cambridge Tpk 317,665</i>
Cambridge Turnpike	994,963	-	<i>→ 994,963</i>
Police Detail FY17	143	-	
Police Detail FY18	777	-	
Police Detail FY19	2,649	-	
Police Detail FY20	1,932	-	
NE Task Force	2,626	-	
Fire Off Duty Work Detail	1,221	-	
School Off Duty Work Detai	5,574	-	
Due from Town of Acton	4,240	-	
Due from Schools - Gasolin	3,453	-	
Chp 90	30,074	-	<i>→ 30,074</i>
Telecommunications	118,563	-	<i>expended after bond issue</i>
			<i>\$1,342,702</i>
			<i>received after cutoff</i>
			<u>1,499,974</u>
			<u>4,265,000</u>

FREE CASH VOTED FROM TOWN MEETING NOT RECORDED 4,265,000

ADD:

CIRCUIT BREAKER, OTHER CLOSED ACCOUNTS, ADJUSTMENTS

-	-	-
-	-	-
-	-	-

DEFERRED REVENUE (CREDIT BALANCE +, DEBIT BALANCE -) (1,386,654)

6,398,206

FREE CASH, JULY 1, 2020

Amy Handfield

REVIEWED BY: _____

PLEASE SEE CERTIFICATION LETTER

DATE: _____ 03/18/21

FOR DIRECTOR OF ACCOUNTS APPROVAL

SUBMITTED BY Mary Barrett
 FIELD REP Amy Handfield

COMMUNITY Concord
 FUND Swim and Fitness

RETAINED EARNINGS CALCULATION - ENTERPRISE FUND

PART I
 CASH

3,753,237

SUBTRACT:

CURRENT LIABILITIES, DESIGNATIONS OF FUND BALANCE

Warrants Payable	_____	_____
Encumbrances	_____	208,236
Expenditures	_____	_____
Accounts Payable	_____	94,146
Other Liabilities	_____	57,620
Retained Earnings Voted 9/13/20	_____	772,043
_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL

2,621,192

PART II

RETAINED EARNINGS - UNDESIGNATED

3,393,236

SUBTRACT:

ACCOUNTS RECEIVABLE (NET)	_____	_____
Retained Earnings Voted 9/13/20	_____	772,043
Rounding	_____	1
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL

2,621,192

PART III

FIXED ASSETS:

DEBITS

CREDITS

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total	-	_____	-
FIXED ASSET VARIANCE	-	_____	-

Amy Handfield

REVIEWED BY: _____

PLEASE SEE CERTIFICATION LETTER

DATE: _____

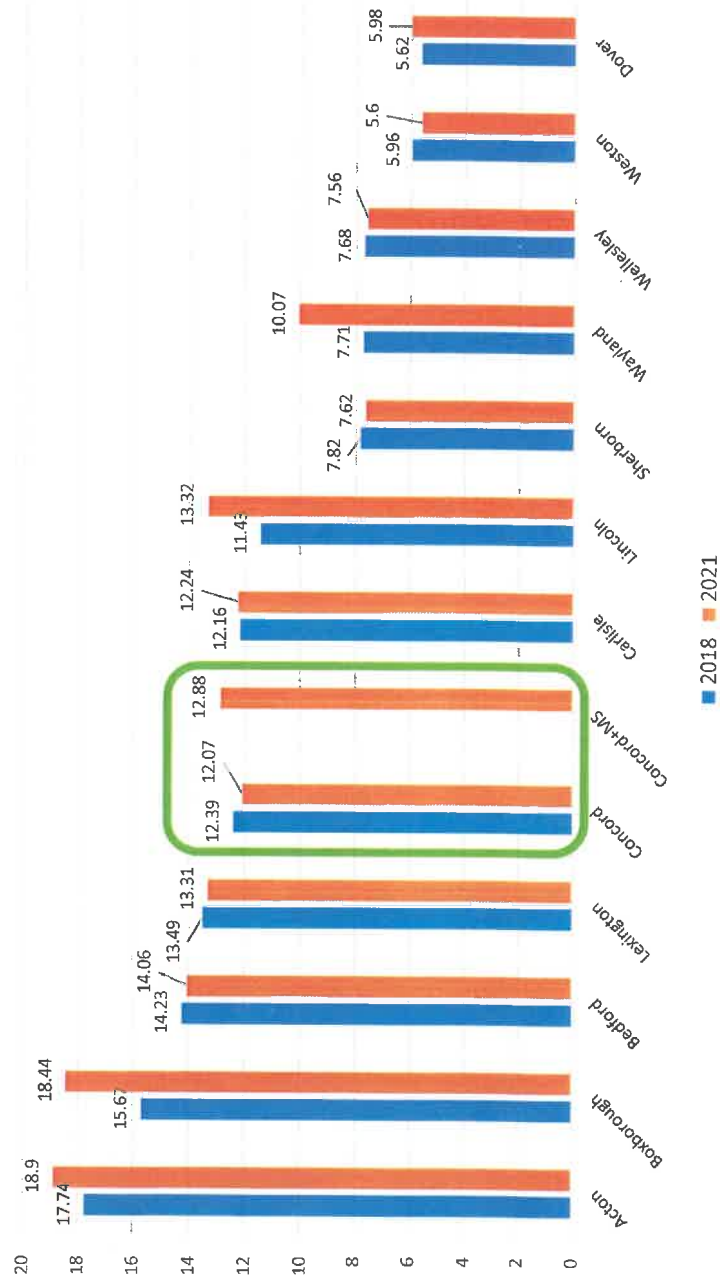
03/18/21

FOR DIRECTOR OF ACCOUNTS APPROVAL

Based on average tax bill as share of per capita income, Concord is in the "middle of the pack" compared to other similar towns even if average tax bill increased by \$1085 to pay for new middle school.

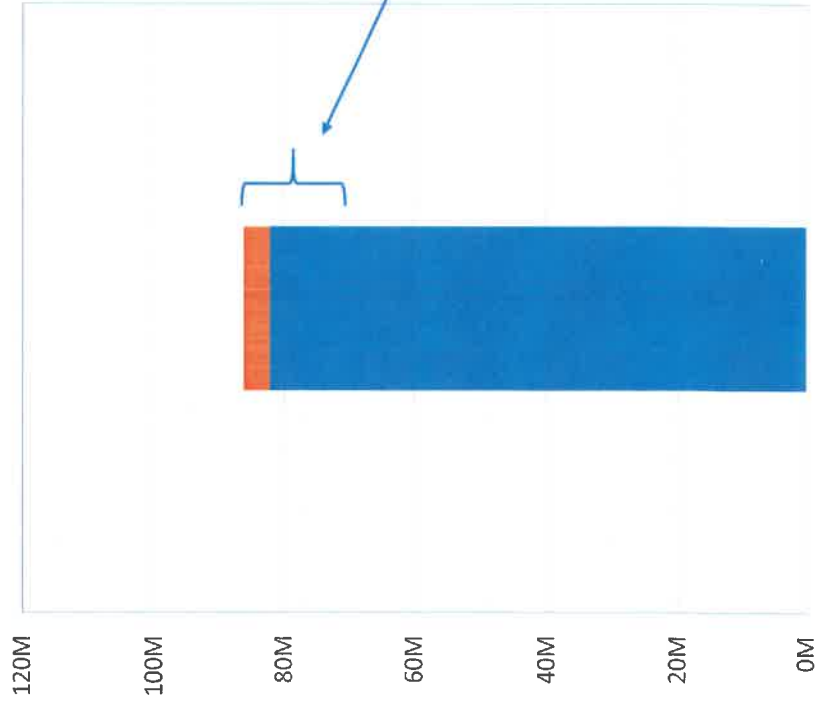
However, a \$1085 increase is a 6.7% increase over the 2021 average tax bill and all other factors being equal, would remain 6.7% higher for 20 years.

Average Tax Bill as % of Per Capita Income



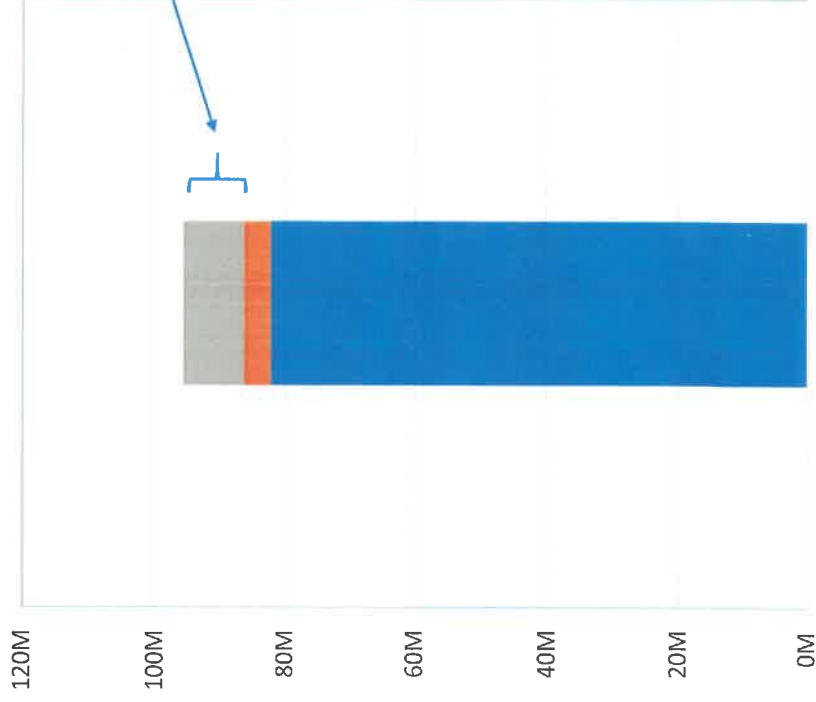
- Concord is in the top quintile of all 351 MA cities and towns based on per capita income and average single family house value.
- Selected nearby towns also in top quintiles for both measures.
- Median household income may be a more ideal measure of "affordability", however not available.
- \$1085 estimate based on impact of borrowing \$100 million over a 20 year period.

MSBA Base Bldg +5%



- Building for 700, per MSBA standards - \$82.2M
- No school is built this small. Other projects reviewed range from 4%-8% larger than MSBA baseline, add 5%, or \$4.1M
- Beyond 6%, MSBA begins to disallow elements for reimbursement, and may require that they be totally separate from the project
- Concord could expect approximately a 20% share from the MSBA. \$17.2M
- Building w/MSBA \$69M, without \$86.3M

Concord Education Plan



- Concord's education program requires an additional 11% beyond an average middle school and 16.3% beyond the MSBA base number. \$9.3M
- The reasons for this are:
 - Team teaching approach
 - Numerous unscheduled spaces for creative flexibility and promotion of student independence
 - Teacher continuity throughout the day in a single classroom
- This building would meet all educational goals and would cost \$95.6M

Community Wishes Included

120M

100M

80M

60M

40M

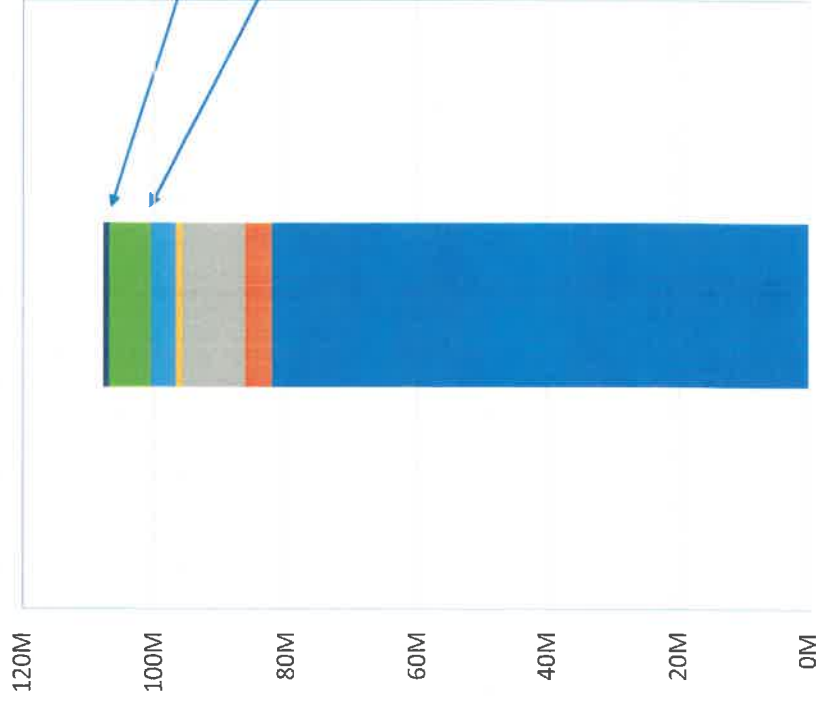
20M

0M



- Community Interests were considered and some addressed
- Strong preference for a performance space consistent with the academic music programs. Replace a cafeteria with a single grade (270 seat) auditorium. Add \$3.8M
- Desire for an MIAA standard basketball court, a need beyond the educational requirements. Add \$1M
- Building now will cost Concord \$99.2M, near the limit of the budget approved by TM
- This building program was approved unanimously by the full Middle School Building Committee on March 4th

Community Wishes not Met



- Community Interests which have NOT been addressed. None of these are driven by the needs of Concord Public Schools
- Desire for an auditorium seating 350 instead of 270 - \$1M plus added parking
- Desire for additional 6,000 net square feet of gymnasium space - \$6.2M
- Building now will cost Concord \$106.4M
- This is 1.58X what a building with MSBA funding (and MSBA constraints) would cost taxpayers, and exceeds the Town Meeting project approval by \$6.4M

Kerry Lafleur

From: Philip vanderWilden <p.vanderwilden@gmail.com>
Sent: Friday, March 19, 2021 11:09 AM
To: Linda Escobedo; Susan Bates; Jane Hotchkiss; Matthew Johnson; Terri Ackerman; finance mail; msbc@concordps.org
Subject: Planning for New Middle School Gym

Dear Members of the Board of Selectmen, Finance Committee, and Middle School Building Committee,

I write today as long time resident of Concord regarding your consideration of sizing for the proposed new Middle School Gym.

My three boys are all grown and out of the home so I have no personal stake in this game aside from being a Concord taxpayer and citizen. As I understand it, a larger gym of approximately 13,000 square feet would add a small additional tax (\$20-30) to our bills for the next 20 years versus a smaller gym of roughly 7,000 square feet. My boys all went to Alcott and I remember how disappointed I was that the final design of the new Alcott did not include a larger gym. As a long time youth soccer coach in town, I know how difficult it was, and is, to get gym space for all the competing youth teams in town, not to mention deserving adult leagues and groups as well. That was a missed opportunity.

Public facilities should be designed to maximize use and utility for all residents of Concord, and especially for youth. I won't repeat the well know fact about the importance of physical activity for the health of our youth, particularly in this screen dominated culture. It is also true for adults. There are many facilities in this town that I may question just how useful they are to citizens at large. As a former management consultant who previously did management audits of town services and facilities, I can tell you that there is a substantial amount of excess equipment and personnel to be found in the Town's operations, yet these operations are rarely ever looked at to see if they really make economic sense or whether the same service can be provided more economically.

In contrast, based purely on the use that a larger gym will have and the benefit it will provide to all citizens of Concord, this is one expenditure that makes sense.

I urge you all not to be short sighted. Think instead about the long term benefit that we all will derive from a sensible investment in a larger gym.

Respectfully,

Philip vanderWilden
158 Simon Willard Road
Concord, MA 01742

-- correspondence --

Kerry Lafleur

From: Crowley, Charlie <Charles.Crowley@dntanks.com>
Sent: Friday, March 19, 2021 12:57 PM
To: finance mail
Cc: Crowley, Charlie; Peter Fischelis (pfischelis@yahoo.com)
Subject: Concord Middle School

Dear Members of the Concord Finance Committee,

I am writing to lend my support for expanding the gymnasium space at the new CMS to support two full-size basketball courts. Having run the CCYB boys youth basketball program for many years, I understand how challenging it is to find sufficient court space to support our youth basketball programs (both boys and girls). As we contemplate the design of a state of the art facility that will support our community for the next fifty years, I believe it would be short sighted not to include two full size basketball courts for the Middle School and for our community. The gym space currently available in town is both insufficient and expensive. Moving from two gymnasiums at Sanborn/Peabody to one gymnasium with a single court will have a negative impact on winter sports like basketball. The design and construction of the new Middle School provides a unique opportunity to build a facility that will support the needs of winter sports. This additional investment will benefit our Middle School students and our community for decades to come.

Sincerely,

Charlie Crowley

Email: charles.crowley@dntanks.com

Direct Line (781) 224 5112

Cell: (617) 510 1086

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