



APPROVED

**LANCASTER SELECT BOARD & LANCASTER FINANCE COMMITTEE**  
**Minutes of Joint Meeting**  
**of Monday, January 29, 2024, 6:00 P.M.**  
**Prescott Building – Nashaway Room & via ZOOM**

**ZOOM:** <https://us02web.zoom.us/j/86490529088>

**Meeting ID 864 9052 9088**

**I. CALL TO ORDER**

Finance Committee Chair Richard Trussell called the meeting to order at 6:00 PM. Roll call vote taken, Stanley Starr, present via ZOOM; Jocelyn Mylott, present; Emily Notaro, present; Michelle Vasquez, present; Richard Trussell, present.

Select Board Chair Stephen J. Kerrigan called the meeting to order at 6:20 PM with a roll call vote showing Alexandra W. Turner present and Stephen J. Kerrigan present. Select Board member Jason A. Alison joined the meeting via ZOOM at 7:03 PM.

*Additional materials for Select Board meetings are available at <https://www.ci.lancaster.ma.us/administration-select-board> > Meeting Materials.*

**II. FY25 BUDGET OVERVIEW**

- FY25 Budget overview & highlights, presentation by Town Administrator.
- Free Cash outlook; review of revenue projections, stabilization balances and other funds, presentation by Finance Director/Town Accountant Cheryl Gariepy
- Select Board & Finance Committee questions or comments
- Review of Capital appropriation requests
- Recommendations, next steps, etc.

Mr. Trussell asked why there is a reduction in risk management costs. Ms. Hodges explained that after correcting discrepancies in benefits to Full Time Employees (FTEs) there was a reduction in medical, dental and casualty insurance. Additionally, several old vehicles were removed from service and some savings were created by closing the old Town Hall.

Ms. Vasquez expressed concern that the School budget increase may be higher than the projected 4.16%. It was discussed that the numbers for the Nashoba School District are not yet available.

Ms. Turner asked why personnel costs show an increase of 8% while the number of FTEs is lower. Ms. Hodges explained that we are hiring employees with higher educational levels and more years of service than in the past. There is currently a Classification & Compensation study

underway; Ms. Hodges predicts that it will show that current positions are being hired at a median salary and that long time employees are often underpaid.

Following the presentation on Capital Expenditures, Mr. Trussell asked why Chapter 90 funds are generally spent on equipment rather than on roadways. Ms. Hodges recommended that the Finance Committee might meet with the DPW (Department of Public Works) Commissioners to discuss this, as they are an independently elected board.

Mr. Kerrigan called for a vote of confidence in the budget as presented, with the caveat that the school district numbers are currently unknown.

Ms. Vasquez moved to approve the municipal budget as presented, with the understanding that the school district numbers are not yet known. Ms. Notaro seconded the motion. *Vote taken, Stanley Starr, Aye; Jocelyn Mylott, Aye; Emily Notaro, Aye; Michelle Vasquez, Aye; Richard Trussell, Aye. Vote passed. [5-0-0].*

Ms. Notaro moved to approve the Capital Plan as presented. Ms. Mylott seconded the motion. *Vote taken, Stanley Starr, Aye; Jocelyn Mylott, Aye; Emily Notaro, Aye; Michelle Vasquez, Aye; Richard Trussell, Aye. Vote passed. [5-0-0].*

Mr. Allison moved to approve the municipal budget as presented, with the understanding that the school district numbers are not yet known. Ms. Turner seconded the motion. *Vote taken, Jason A. Allison, Aye; Alexandra W. Turner, Aye; Stephen J. Kerrigan, Aye. Motion passed. [3-0-0].*

Mr. Allison moved to approve the Capital Plan as presented. Ms. Turner seconded the motion. *Vote taken, Jason A. Allison, Aye; Alexandra W. Turner, Aye; Stephen J. Kerrigan, Aye. Motion passed. [3-0-0].*

### III. ADJOURNMENT

Ms. Notaro moved to adjourn the Finance Committee meeting. Ms. Mylott seconded the motion. *Vote taken, Stanley Starr, Aye; Jocelyn Mylott, Aye; Emily Notaro, Aye; Michelle Vasquez, Aye; Richard Trussell, Aye. Vote passed. [5-0-0].*

Ms. Turner moved to adjourn the Select Board meeting. Mr. Allison seconded the motion. *Vote taken, Jason A. Allison, Aye; Alexandra W. Turner, Aye; Stephen J. Kerrigan, Aye. Motion passed. [3-0-0].*

Respectfully submitted,

Kathleen Rocco  
Executive Assistant

**APPROVED**

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Alexandra W. Turner, Clerk