

Finance Committee
Meeting Minutes
Monday, May 4, 2020 at 6:00 pm
Video Meeting Conducted on Zoom

1. FinCom Members Present: J. Allam, J. Collamati, K. Grant, K. Keppler, J. Flannery, R. Cohan
J. Kuzmeskas

2. FinCom Members Absent: All Members Present

3. Meeting Commenced: J. Allam called the meeting to order at 6:08 pm

4. Approval of Minutes from the March 9, 2020 meeting were put on hold until the next Finance Committee meeting

Approval of Minutes from the April 21, 2020 meeting were put on hold until the next Finance Committee meeting.

5. **Public Hearing** – Ms. MacKinnon was present to discuss various Department Budget Accounts.

J. Flannery made a motion to recommend Accounts 114, 122, 123, 131 and 132 with the amounts listed below from the Funding Source of Taxation. Seconded by K. Grant. Recommended 7/0.

Account 114 – Town Moderator in the amount of \$350

Account 122 – Selectmen in the amount of \$102,546

Account 123 – Town Administrator in the amount of \$197,059

Account 131 – Finance Committee in the amount of \$5,395

Account 132 – Reserve Fund in the amount of \$100,000

J. Collamati made a motion to recommend Accounts 135, 137, 142, 145 and 151 with the amounts listed below from the Funding Source of Taxation. Seconded by R. Cohan. Recommended 7/0.

Account 135 – Finance Office in the amount of \$336,449

Account 137 – Assessors Office in the amount of \$205,972

Account 142 – Assessor Revaluation in the amount of \$25,000

Account 145 – Treasurer / Collector Office in the amount of \$321,932

Account 151 – Town Counsel in the amount of \$100,000

K. Grant made a motion to recommend Accounts 152, 154, 156, 161 and 162 with the amounts listed below from the Funding Source of Taxation. Seconded by J. Flannery. Recommended 7/0.

Account 152 – Human Resources in the amount of \$120,850

Account 154 – Management Information Systems in the amount of \$469,676

Account 156 – Tax Title in the amount of \$55,000

Account 161 – Town Clerk in the amount of \$139,005

Account 162 – Elections & Registrars in the amount of \$73,100

J. Kuzmeskas made a motion to recommend Accounts 171, 172, 173, 183, 189 and 190 with the amounts listed below from the Funding Source of Taxation. Seconded by K. Grant. Recommended 7/0.

Account 171 – Conservation Commission in the amount of \$59,039

Account 172 – Planning Board in the amount of \$116,453

Account 173 – Zoning Board in the amount of \$8,600

Account 183 – Commission on Disabilities in the amount of \$12,002

Account 189 – Public Building Maintenance in the amount of \$311,909

Account 190 – OTJ Injury in the amount of \$17,000

J. Flannery made a motion to recommend Accounts 193, 194, 195, 196, 197 and 198 with the amounts listed below from the Funding Source of Taxation. Seconded by K. Keppler. Recommended 7/0.

Account 193 – Property & Liability Insurance in the amount of \$615,655

Account 194 – Retirement in the amount of \$3,571,600

Account 195 – Medicare in the amount of \$493,920

Account 196 – Town Reports in the amount of \$3,000

Account 197 – Physical / Occupational Health in the amount of \$39,700

Account 198 – Trust Fund Transfers in the amount of “Zero” Dollars

J. Collamati made a motion to recommend Accounts 251, 253, 255, 292 and 299 with the amounts listed below from the Funding Source of Taxation. Seconded by K. Grant. Recommended 7/0.

Account 251 – Building Inspector in the amount of \$217,315

Account 253 – Plumbing Inspector in the amount of \$36,282

Account 255 – Electrical Inspector in the amount of \$36,000

Account 292 – Animal Control in the amount of \$145,496

Account 299 – Auxiliary Police in the amount of \$6,108

K. Grant made a motion to recommend Accounts 510, 541, 543 and 610 with the amounts listed below from the Funding Source of Taxation. Seconded by R. Cohan. Recommended 7/0.

Account 510 – Board of Health in the amount of \$146,968

Account 541 – Council on Aging in the amount of \$239,313

Account 543 – Veterans Benefit in the amount of \$120,600

Account 610 – Library in the amount of \$628,381

J. Collamati made a motion to recommend Accounts 650, 651, 660 and 989 with the amounts listed below from the Funding Source of Taxation. Seconded by K. Keppler. Recommended 7/0.

Account 650 – Historical Commission in the amount of \$4,500

Account 651 – Arts Council in the amount of \$7,500

Account 660 – Memorial Day Events in the amount of \$15,000

Account 989 – OPEB in the amount of \$50,000

The following departments will be considered at a future meeting: 300 School, 302 School Transportation, 303 BVT, 750 Debt Service and 992 Health Insurance.

6. Public Hearing – Mr. Fraine and Ms. MacKinnon were available to answer questions on Warrant Articles that are being presented for recommendation.

Ms. MacKinnon asked Committee Members to defer the recommendations on Article 10 and Article 27 until the next Finance Committee meeting.

Article 28 – Transfer to Compensated Absences Trust: It was noted the fund has a current balance of \$41K and the accrued liability approximates \$1.3M. K. Grant made a motion to recommend Article 28 in the amount of \$50,000 from Free Cash. Seconded by J. Kuzmeskas. Recommended 7/0.

Article 29 – Transfer to Municipal Insurance Trust: It was noted the fund has a current balance of \$15K. J. Collamati made a motion to recommend Article 29 in the amount of \$50,000 from Free Cash. Seconded by J. Flannery. Recommended 7/0.

Article 30 – Transfer to Workers Compensation Trust: It was noted the fund has a current balance of \$22K. J. Flannery made a motion to recommend Article 30 in the amount of \$25,000 from Free Cash. Seconded by K. Keppler. Recommended 7/0.

Article 31 – Unpaid Bills: J. Flannery made a motion to recommend Article 31 in the amount of \$1,051 from Free Cash for a Staples Bill in the amount of \$528.44 and a Direct Energy Bill in the amount of \$522.56. Seconded by J. Kuzmeskas. Recommended 7/0.

7. New Business, Emails, Correspondence, Bills:

K. Grant made a motion to approve the Finance Committee Clerk's Invoice for the month of March in the amount of \$318.32 and the month of April in the amount of \$318.32. K. Keppler seconded. Approved 7/0.

The next Finance Committee meeting will be held on Monday, June 1, 2020 at 6:00 pm and will be conducted through a Zoom Video Meeting

A motion to adjourn at 6:58 pm was made by J. Collamati and seconded by J. Flannery. Recommended 7/0.

Respectfully Submitted,

Tina M. Griffin
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