

FinCom Meeting

July 11, 2017, submitted by Stewart Cady

Agenda

- Convene and announce recording if needed
- Approve prior meeting's minutes
- Update and discussion of Town Accountant Report
- Consider and vote on Surplus to Deficit transfers for FY17
- Consider and vote on Reserve Find Transfer requests for FY17
- Consider and vote on the organization of the Committee
- Determine next meeting
- Adjourn

Convened at: 7:00 PM

Members present:

Bryan Sawyer
Mike Swanton
Stewart Cady
John O'Keefe
Donna Allard, Town Accountant

Also present:

Patrice Garvin

- Approve prior meeting's minutes of May 9, 2017

Motion made by Stew Cady, seconded by Mike Swanton Vote: Unanimously in favor

- Approve prior meeting's minutes of May 15, 2017

Motion made by Stew Cady, seconded by Mike Swanton Vote: Unanimously in favor

- Update and discussion of Town Accountant Report

No report has been generated as the Town is closing the books for FY17

Changes in the Finance team:

There is a new Principal Assessor
A search is being made for a replacement Treasurer/Collector

- Consider and vote on Surplus to Deficit transfers for FY17

Stew Cady moved that \$6,800 be moved from line 251, Dispatch to line 211, Police Department Wages.

Mike Swanton Second.

Reason – PD wages are in deficit

Discussion – no discussion

Vote: Unanimous vote in favor of the transfer

Stew Cady moved that \$1,750 be moved from line 241, Inspectional Services to line 221, Fire Department.

Mike Swanton Second.

Reason – Wages are in deficit due to on-call

Discussion – Excess in Inspectional Services as the building inspector generally works less than 15 hrs/wk

Vote: Unanimous vote in favor of the transfer

Stew Cady moved that \$14,359 be moved from line 155, Computer Operations to line 122 Selectmen's expenses.

Mike Swanton Second.

Reason – PD investigation (The White Report) ~\$8,000 and Rec Department Control Audit ~\$6,000.

Computer Operations has funds available as spending in the department is event driven and there were fewer events than anticipated.

Discussion – There is an ongoing dispute with the Risk Management Advisors report that may require additional funds in the future. Bryan Sawyer requested that FinCom be provided a copy of the Recreation Department Control Audit.

Vote: Unanimous vote in favor of the transfer

Stew Cady moved that \$2,431 be moved from line 141, Assessors to line 192, Public Buildings.

Mike Swanton Second.

Reason – Public Buildings account in deficit due to maintenance problems during the year

Discussion – no discussion

Vote: Unanimous vote in favor of the transfer

Stew Cady moved that \$900 be moved from line 176, Land Use to line 292, Animal Control.

Mike Swanton Second.

Reason – Prior year bills and boarding costs in excess of appropriation

Discussion – no discussion

Vote: Unanimous vote in favor of the transfer

Stew Cady moved that:

\$36,079.97 be moved from line 422, DDPW wages and expenses

\$1,820 be moved from line 424, street lights

\$4,819.12 be moved from line 426, grounds and maintenance

\$2,968.01 be moved from cemeteries

For a total transfer of \$45,687.54 to line 423, Snow and Ice

Mike Swanton Second.

Reason – Snow and Ice deficit to be covered by general fund excess

Discussion – DPW wages were low due to some funding by snow and ice during the Winter. Patrice to follow up on cemeteries as budget discussions indicated that cemeteries are not able to self fund.

Vote: Unanimous vote in favor of the transfer

Stew Cady moved that \$2,200 be moved from line 750, Debt to line 611, Library Wages.

John O'Keefe Second.

Reason – Library Wage Account is deficit, Library Directory stated that longevity was not budgeted in 2017 wages.

Discussion – no discussion

Vote: 3 votes in favor of the transfer, 1 vote against the transfer.

- Consider and vote on Reserve Fund Transfer requests for FY17

There is no need for transfers from the reserve fund at this time.

The surplus of \$20,000 will become free cash

- Consider and vote on the organization of the Committee

Mike Swanton nominated Bryan Sawyer to be FinCom Chair for FY18, Stew Cady Second. unanimous approval.

Bryan Sawyer nominated John O'Keefe to be FinCom Vice Chair for FY18, Mike Swanton Second. Unanimous approval

Mike Swanton nominated Stew Cady to be FinCom Secretary for FY18, John O'Keefe Second. Unanimous approval.

- Determine next meeting

August 29, 7:00 PM

- Adjourn

Motion to Adjourn: Stew Cady

Second: Mike Swanton

Adjourned at: 7:48 PM

Bryan Sawyer

Mike Swanton

Stewart Cady

John O'Keefe

Brian Hildebrant

Attachments available upon request
in Town Clerk's Office