

BOARD MEMBERS PRESENT: Lois Stearns, Dan Campbell, Bonnie L'Etoile, Bernhard Porada and Sue Kaczinski

BOARD MEMBERS ABSENT: Tony Matteo

ALSO PRESENT: Willie Morales, Town Administrator; Deb Mero, Town Accountant; Skip Dunnell, Fire Chief and Member of the Emergency Services Facility Committee

The meeting was called to order at 7:00 pm by Stearns.

This meeting was not video recorded.

• **WARRANT ARTICLE DISCUSSION (Special Town Meeting December 4, 2017)**

- Dunnell explained the need for \$15,000 for a clear title search and registering the deed for where the current fire station is situated. This is needed in order to get a bond if the Town wants to have a new public safety complex, as well in general there should be a deed on record.
 - Should a clear title not be found, then there is an option to take by eminent domain, however that process is considerably more expensive.
 - Dunnell stated that the Selectboard does support this article
 - ***A motion was made by Campbell, seconded by Kaczinski and VOTED to recommend that the FINCOM support this article in the amount of \$15,000 for establishing ownership of the land. DISCUSSION:*** L'Etoile would prefer to not vote at this time but rather hear information on all the articles in tonight's meeting and then discuss at the end of the meeting. No Action on Discussion. VOTES for original motion: (4) in Favor: Stearns, Campbell, Kaczinski and Porada. (1) Opposed: L'Etoile
- Dunnell and Porada explained the second article involving \$68,825 for phase II; the "Design Phase". This would provide the information needed for a presentation before Annual Town Meeting
 - It was noted that Jack Spanbauer at the Selectboard meeting 11/14/17 thought this article may be a bit rushed to put on this Special Town Meeting Warrant. It appears that false information about the cost of this facility is circulating around town. Dunnell explained that there isn't even a ball park on cost as nothing has been determined other than the size will be smaller than the facility that was rejected several years ago by the townspeople. This Phase II will determine the size of the complex, what can be built on the land currently housing the fire station.
 - Dunnell stated that he will speak at STM to clarify costs and the rumors going around. Porada and Dunnell also explained that it may be determined in Phase II that the facility cannot accommodate all 3 departments (Fire, EMS and Police) and the Emergency Management.

Dunnell leaves meeting

- Discussion on the articles
 - Article 1- Waive the reading of the warrant
 - Article 2- Temporary Moratorium on Recreational Marijuana Establishments; the FINCOM has no position
 - Article 3- \$15,000 to have Town Counsel conduct title research necessary to establish ownership for the parcel of land that houses the Town Fire station. Already voted position
 - Article 4- \$68,825 for Phase II Design service associated to the construction of an Emergency Services Facility. Discussion on timing of this article.
 - ***A motion was made by L'Etoile, seconded by Campbell, that the FINCOM does not recommend at this point and time the article, due to not knowing the finances and not enough information. DISCUSSION:*** wording of motion; recommend vs. support

- L'Etoile wished to amend motion: *A motion was made by L'Etoile, seconded by Campbell that the FINCOM does not support this due to the fact that the FINCOM does not have enough information for financial planning.*
DISCUSSION: wording of motion. **MOTION WITHDRAWN BY L'ETOILE**
- *A motion was made by L'Etoile, seconded by Campbell and VOTED to theoretically and conceptually support the project going forward at this time.* (4) In Favor Votes: Stearns, L'Etoile, Campbell and Kaczinski (1) Opposed: Porada. Willie Morales stated that this motion is not correct; if the FINCOM is supporting a legal transaction and appropriation, the FINCOM cannot state that they support theoretically. Mero questioned Porada's vote. Porada changed his vote. **MOTION WITHDRAWN/VOTES RECINDED**
- *A motion was made by L'Etoile, seconded by Campbell and VOTED that the FINCOM does not support this article financially at this time due to lack of information about the overall budget for FY19.* (4) In Favor Votes: Stearns, L'Etoile, Campbell, and Kaczinski. (1) Opposed: Porada
- Article 5: \$16,700 for the cost of making necessary drainage repairs to the Northfield Elementary School. L'Etoile suggested having this money combined with the last article involving drainage from Annual Town Meeting back in May, so money can be all used together to get all items taken care of in conjunction with the drainage issue (i.e. the concrete)
 - *A motion was made by Campbell to have \$16,700 be added to Article 23 account 30078) that was passed in May of 2017 at ATM specifically the parking lot. MOTION WITHDRAWN BY CAMPBELL*
 - *A motion was made by Campbell, seconded by L'Etoile and VOTED unanimously the FINCOM supports \$16,700 to be added to line item 30078 and be associated with article 23 for 2017 Annual Town Meeting on May 1, 2017.* Mero suggested verbiage for actual motion at the Special Town Meeting, expand the scope of the NES parking lot paving project to include necessary drainage and associated concrete work.
- Article 6: \$1,210 for Town Administrator expenses.
 - *A motion was made by L'Etoile, seconded by Porada and VOTED unanimously to support article 6.*
- Article 7: \$83.16 for incurred payroll liabilities from FY17. Discussion on the specific scenario.
 - *A motion was made by L'Etoile not to support this article. NO SECOND, MOTION FAILED*
 - *A motion was made by L'Etoile, seconded by Campbell and VOTED to support article 7.* (4) In Favor Votes: Stearns, Campbell, Porada and Kaczinski (1) Opposed Vote: L'Etoile
- Stearns to advise Moderator that FINCOM not supporting all articles.
- Stearns to speak on Article 4 if necessary.

• MINUTES

- Minutes from the October 16th, 2017 meeting were reviewed. *A motion was made by L'Etoile, seconded by Porada and VOTED to accept the October 16th, 2017 meeting minutes as presented.*

• MAIL

- Monthly balance sheets from Mero; balance ending 10/31/2017
- Balance sheet and end of year report from Mero

- Mero commented that the Police budget was showing in the red under one account but it was due to the department not getting the reimbursement money as of yet for the vest.
- Free cash certification notification letter
- An invitation from the PVRs principal, Jean Bacon, inviting the Selectboard and the FINCOM to meet so she can share some information about how she has been working with a group consisting of parents and staff and are striving to have PVRs be more in line with other schools across the county and state. Bacon will be at the Selectboard meeting on November 28th and FINCOM members urged to be there.
- Budget letter drafted, Mero preparing to send out along with each department/committee/boards respective budget. Budgets are due back to FINCOM 12/11/17
 - L'Etoile would like to recommend changing the wording within the letter to have departments/boards/committee's consider what their needs are based on a scenario of a 10% cut; have them prioritize their needs. Short group discussion; Mero to modify letter.

- **MEETINGS ATTENDED AS REPRESENTATIVES OF THE FINCOM**

- Porada: Public Safety Building Committee meeting on November 1.
- Porada: Morales had put together a department/committee/board meeting for all to attend to advise each other what all these groups are working on. Porada represented the Public Safety Committee and the FINCOM. Porada noted that Matteo spoke for the Community Preservation Committee.
- Porada: Police candidate committee meeting
- 11/9/17 Porada, Stearns, L'Etoile and Kaczinski as well as members of the HEART committee met at PVRs for an Ethics and Open Meeting Law/Roles of School Committee General Forum
- Porada advised the FINCOM that the NES PTO will be hosting another State of Our Town Spaghetti Dinner on April 7, 2018.

- **NEXT MEETING**

- 12/11/17 7pm. Planning ahead; start the budget meetings on 1/8/18 and 1/22 and a new start time of 6pm. Stearns to advise BNCTV.

- **FINAL DISCUSSION**

- Porada interested in PVRs school lunch program deficit and the current state of finances. Porada wanted to know if it would be a special article or if it would be placed in operating budget. Stearns advised that it is not known at this point
- Morales wanted to review the position of the FINCOM for each warrant article
 - Article 1: n/a
 - Article 2: n/a
 - Article 3: The FINCOM recommends this article
 - Article 4: The FINCOM supports this project but does not recommend the article due to a lack of information for the overall budget moving into FY19
 - Article 5: The FINCOM recommends this article
 - Article 6: The FINCOM recommends this article
 - Article 7: The FINCOM recommends this article
- L'Etoile inquired about stipends; Mero explained who gets them and when they are dispersed
- Discussion on the amount of funds left in current account for the Public Safety Facility. OPM has not been paid in full yet, that is why money is still showing availability. Also discussed combining Phase money.
- L'Etoile inquired about the Highway Garage Generator account still showing funds available; Mero to follow up with Tom Walker.

- L'Etoile suggested having Mero go through Special Article accounts that have balances and then the FINCOM can see if department is done with the funds; possible source of money to cover other capital projects.
- Balance in the legal expense account; Morales believes it should be enough to finish out the year after commenting earlier on Town Counsels presence at the STM

A motion was made by L'Etoile, seconded by Campbell and VOTED unanimously to adjourn the FINCOM Meeting.

Meeting adjourned at 9:22 pm

Submitted by:

Bethany Walker

FINCOM Secretary

Approved On: 12-11-17

Approved By: Lois M. Stearns