

BOARD MEMBERS PRESENT: Lois Stearns, Dan Campbell, Bernhard Porada, Tony Matteo and Sue Kaczinski

BOARD MEMBERS ABSENT: Bonnie L'Etoile

ALSO PRESENT: Deb Mero, Town Accountant; Jack Spanbauer, Selectboard Member; Rob Leighton, Police Chief; Eric Meals, Sewer Plant Operator; Alex Meisner, Sewer Commissioner; Robert MacEwen, Board of Assessors

The meeting was called to order at 6:00 pm by Stearns.

This meeting was video recorded.

• **MATTERS INVOLVING CASH FLOW WITHOUT CAMPUS**

- Spanbauer is working on putting together a narrative for the website to try to explain some of the concerns he's seen and heard about the money that will no longer be coming in from the campus and what the campus taxation has been able to provide to the town over the last several years. Spanbauer advised that the Selectboard and the FINCOM have been very conservative over the time that tax revenue has been coming in from the campus.
- Spanbauer produced a spreadsheet over the last several years showing the changes in the different tax classes (i.e. residential, commercial, industrial etc...). Spanbauer touched upon the tax rate increase. Capital Expenditures were also explained by Spanbauer over the course of the last several years as well; approximately 4 million dollars spent. Campus taxation gave town about 2.8 million, stating that the town went well beyond not using the campus money for the omnibus operating budget, used for one time capital expenditures.
- Porada inquired about a PILOT program with the Campus; Spanbauer explained that currently the Town Administrator (with the guidance of the Assessors) has been speaking with the Moody Center but not Thomas Aquinas as of yet. Selectboard and the Assessors will be meeting on 1/16/18 to discuss possible PILOT's.

6:13 Spanbauer leaves FINCOM meeting

• **BUDGET DISCUSSION**

- Police Department Budget
 - Operating Expense changes include: Police Professional training +\$3000 (potential academy training) and Uniforms and Equipment 2% increase per the union contract
 - Capital Request: FY19 2 Cruiser Radio's (soon changing to 800mh system) approximately \$4000 each; allotted a little extra for installation. FY20 purchase 2 more cruiser radios. Once system is fully operating on the 800mh, Chief believes he will need a total of 10 portable radios for the officers.
 - Capital Request: Cruiser for FY19 \$48,000; includes money anticipated to cover a new AED for that cruiser (Automated External Defibrillator)
 - Additional discussion on Police department; one police cruiser down due to accident (insurance company declared it totaled). Received approximately \$10,500 from insurance and will be considered as put toward this new cruiser but has to be put into the General Fund.

6:27pm Chief Leighton leaves FINCOM meeting

- Sewer Department Budget
 - Meals and Meisner present sewer budget (Enterprise Fund)
 - Wages to part-time increased approximately \$500 due to part timers taking on more weekend hours (less for Meals)
 - On-Call wages increase due to new structure of hours/shift responsibilities. \$20 a day to whomever is holding the "on-call" phone

- Operation and Maintenance Budget; one main line item was removed Sewer Department Repair (truck rental from highway dept.) in the amount of \$1600. Increase to water \$200 (rates), telephone increase, sewer department dues increase, interest on 2 Loans/notes has increased
- Capital Plan: Nothing
- Additional discussion on Sewer Dept.: effects of campus use, Highland Ave project being put in with the 20 year plan (hopefully plan will be back on track in June)

6:45 Meals and Meisner leave FINCOM meeting

- Board of Assessors Budget
 - Increases to Property Inspection Services (FY19 is a State mandated Revaluation year which requires more work based on the states requirements) +\$4500
 - Map Maintenance +100 (Contracted service)
 - Computer Support +300 (contracted service) or if the town wishes to have property cards online the cost would increase by \$1800 (\$300 for program contracted service and \$1500 to have online access). Discussion on the need for online services.
 - Capital Items: FY19 First Light Revaluation \$1800, FY20 +\$4000 or \$16,000 for First Light Revaluation Interim depending if the town needs to go on their own or if Erving will participate
 - Discussion turned to Compactor and Transfer Station; will discuss further when Board of Health presents budget

7:13 MacEwen leaves meeting

• MINUTES

- At the last meeting (as read in minutes) it was discussed and suggested that Stearns revise the letter that she had originally written to PVRs principal, Jean Bacon (as requested by Bacon). Bacon wanted a letter of support based on her presentation given at the Selectboard meeting that she had attended in early December. Stearns felt that at this point it is now too late to produce a letter at all. FINCOM agreed; no action taken or produced.
- Minutes from the December 11th, 2017 meeting were reviewed. *A motion was made by Campbell, seconded by Porada and VOTED unanimously to accept the December 11th, 2017 meeting minutes as presented.*

• MAIL

- Monthly balance sheet from Mero; balance ending 12/31/2017
- Enterprise Fund balance sheets from Mero
- Memo from the Town Administrator opening Annual town meeting warrant. Money and Non-Money articles are due Tuesday, February 27th noon.

• MEETINGS ATTENDED AS REPRESENTATIVES OF THE FINCOM

- Porada: No meeting of the Public Safety Facility, still waiting on the final determination of the title/deed issue. Outcome will determine next meeting date.
- Porada: Town Governance Study Committee (TGSC); No word from any members. It was on the Selectboards agenda to discuss the TGSC but their meeting was cancelled due to the town hall being closed for weather on 1/4/18.

- Matteo: Community Preservation Committee waiting for proposals to come in; due next week. Looking to meet on 1/18/2018
- Matteo: HEART committee, last meeting was missed by Matteo however he discussed progress on the work to redo the regional agreement.

- **NEXT MEETING**

- 1/22/18 6pm

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

Meeting adjourned at 7:25 pm

Submitted by:

Bethany Walker

FINCOM Secretary

Approved On: 1-22-18

Approved By: Lois M. Stearns