

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

BOARD MEMBERS ABSENT: Sue Kaczinski

ALSO PRESENT: Bethany Walker, FINCOM secretary; Dan Gray, Sewer Commissioner and Tim Little, Sewer Plant Operator

The meeting was called to order at 6:30 pm by Stearns.

This meeting was not video recorded.

• **SEWER COMMISSION REQUESTING A FUNDS TRANSFER**

- Sewer Department is in need of funds to cover wages for the remaining portion of the fiscal year
- Gray and Little explained that when the previous plant operator left, there was need to hire a temporary individual and at his pay rate, it decreased the wages account enough to make a short fall for the new hire; Tim Little.
- Two request forms were filled out, one for the funds to come out of the Finance Committee Reserve Fund and one for the funds to come out of the Sewer Enterprise Reserve Fund.
- *A motion was made by Campbell, seconded by Matteo and **VOTED** unanimously to deny request because it is on the inappropriate form; the Finance Committee Reserve Fund transfer form*
- *A motion was made by L'Etoile, seconded by Campbell and **VOTED** unanimously to approve the transfer request in the amount of \$10,000 from the Sewer Department Reserve Account to the Sewer Department Wages Account*

6:39 Gray and Little leave meeting

• **MINUTES**

- Minutes from the April 23rd 2018 Joint meeting with the Selectboard were reviewed. These minutes were submitted by the Selectboard and already approved by the Selectboard. *A motion was made by L'Etoile, seconded by Campbell and **VOTED** to accept the April 23rd 2018 minutes as presented. Abstained: Matteo*
- Minutes from the May 2nd, 2018 Joint meeting with the Selectboard were reviewed. These minutes were submitted by the Selectboard and already approved by the Selectboard. *A motion was made by Campbell, seconded by Porada and **VOTED** to accept the May 2nd 2018 minutes as presented. Abstained: Matteo*
- Minutes from the May 7th, 2018 meeting preceding Annual Town Meeting were reviewed. *A motion was made by L'Etoile, seconded by Porada and **VOTED** to accept the May 7th, 2018 minutes as presented. Abstained: Campbell*

• **COMMUNICATIONS**

- Stearns had posted for the 6/6/18 PVRs school committee meeting as there might have been a quorum; no action taken though.
- Stearns received call from an individual asking what action the FINCOM would be taking regarding the situation with the PVRSD; the FINCOM discussed and since no information has been provided to the FINCOM and no official dollar amount has been announced, the FINCOM is taking no action at this time

• **RE-APPOINTMENT TO COMMUNITY PRESERVATION COMMITTEE**

- Stearns asked Matteo if he would be willing to continue being the FINCOM rep on the CPC. Matteo agreed and Stearns will write up official letter announcing appointment.

- **MAIL**
 - No Mail other then Transfer Request from Sewer Department
- **MEETINGS ATTENDED AS MEMBERS OF THE FINCOM**
 - Matteo: CPC not planning on meeting until September, however they may need to meet sooner to review the question that they wish to have on the fall ballot regarding the change of the CPA charge from $\frac{1}{2}\%$ to 1%
 - Porada: No meeting scheduled for the Public Safety Facility. Brief update on status.
 - Porada: No communication regarding the Town Governance Committee
- **OLD BUSINESS**
 - Continued discussion on the cell phone expense. L'Etoile feels that there should be a way to consolidate into one plan for the town. Yearly cost is approximately \$9000. FINCOM discussed if there is a possibility to have a stipend to those with phones. Stearns to discuss with Interim Town Administrator, Bernie Kubiak and see if he should look into now or wait until we have a full time Town Administrator.
- **TOPICS NOT REASONABLY ANTICIPATED BY THE CHAIR 48 HRS IN ADVANCE OF THE MEETING**
 - L'Etoile inquired about asking the town treasurer for a cash flow print out. L'Etoile was concerned that the Board does not fully understand the town's cash flow and feels this is a major concern. L'Etoile would like to know if money is being borrowed by the town and if so, what is the interest rate and would the treasurer look into quarterly billing as opposed to semiannually, Stearns to look into with Interim Town Administrator.
 - Porada brought up the discussion of having a town audit done annually.
- **NEXT MEETING**
 - 7/9/2018 6:30pm

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

Meeting adjourned at 7:29 pm

Submitted by:
Bethany Walker
FINCOM Secretary

Approved On: 7-9-18

Approved By: Lisa M. Stearns