

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

ALSO PRESENT: Andrea Llamas, Town Administrator; Tracy Rogers, Selectboard Chair; Phil Gilfeather-Girton, Accountant; Mark Fortier, EMS; Tom Valle, EMS Assistant Chief; Jerry Wagner, Open Space Committee Member

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

This meeting was video and voice recorded.

• **EMS BUDGET DISCUSSION**

- Fortier and Valle presented the FY20 budget
- Provided info re EMS throughout Franklin County and Northfield's plan; which the FY20 budget is based on. Northfield is currently providing transport services for the Town of Bernardston for an unlimited trial period without cost to the Town of Bernardston. If budget is approved; July 1 start date for additional staffing coverage.
 - \$40,000 increase to budget
 - Wages & Salaries: increase in wages due to structure change and staffing coverage increase.
 - Increase in Expenses, however, it would be the same whether Bernardston is factored in or not per Valle.
 - Stearns questioned the status of the Enterprise Fund; Fortier still believes that the Enterprise Fund would be best practice
 - FRCOG may be doing a study to see what is needed for EMS coverage in this area and what the costs associated with this would be. Rogers stated that the study would look at things such as costs, staffing models, how long it takes to get to calls and revenues. That would then generate a formula. Study results may not be available until 2021.
 - Capital Requests: \$130,000 FY2027 for a new ambulance (not 4x4)
 - Porada asked about status of facility; current situation and looking ahead
 - L'Etoile asked for clarification for trial end date with Bernardston. No date set by Selectboard.

7:11 Fortier, Valle and Rogers leave FINCOM meeting

• **OPEN SPACE COMMITTEE BUDGET DISCUSSION**

- Wagner presented the FY20 Open Space Committee
 - Level fund request, just moved figures around. Increased Purchase services by \$300 and decreased supplies by \$300
 - Capital Request: Chapter 61 option "Right of First Refusal" should a property come up for sale (\$20,000)
 - Capital Request: Space Plan Update (\$4000) Llamas stated that there is a grant available for this; recommends still leaving the \$4000 on the capital list.

7:22 Wagener leaves FINCOM meeting

• **MINUTES**

- Minutes from the January 8th 2019 were reviewed
 - *A motion was made by L'Etoile, seconded by Porada and **VOTED** unanimously to accept the January 8th, 2019 minutes as presented.*
- Beth Walker contacted Stearns to advise that the minutes from the November 19th, 2018 meeting had not been approved yet. FINCOM members reviewed minutes.
 - *A motion was made by Campbell, seconded by Kaczenski and **VOTED** to accept the November 19th, 2018 minutes as presented. In Favor: Stearns, Campbell, Porada, L'Etoile and Kaczenski. Abstained: Matteo*

- **COMMUNICATIONS/MAIL**

- Each member of the FINCOM received letter with questions; Stearns to put on agenda for another time for full discussion.
- Recreation Commission budget submitted; level fund request
- Dennis Brennan submitted budgets for Veterans Memorial and Memorial Day; level fund requested

- **MEETINGS ATTENDED REPRESENTING THE FINCOM**

- Porada (Emergency Services Facility Committee): nothing to report/have not met. Would like to recommend that the Town Administrator step in and contact chair of committee.
- Porada (Town Governance Study Committee): still in research phase, looking to collate all the research in the next meeting or two
- Matteo (Community Preservation Committee): meeting 1/16/19. Deadline for requests is due today (1/15/19).
- Matteo (H.E.A.R.T): meeting tonight (1/15/19) and tomorrow night (01/16/19) same as CPC. Should be finalizing the details of the district agreement at the meeting tonight and the meeting on the 16th would be with the Gill-Montague group to discuss coordination of administration
- Stearns attended a PVRSD budget subcommittee meeting last Wednesday, the 9th of January and will attend another budget meeting tomorrow night (1/16/19). It was requested by a member of another town finance committee that members of the FINCOM receive a copy of the document up for discussion, however there was some resistance as to whether or not that is allowed. School Committee member to look into.

- **NEXT MEETING**

- 1/22/19 Board of Health, ZBA and Council On Aging to present budgets
- 1/28/2019 4 town PVRSD Selectboard and FINCOM members at Northfield Town Hall

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

Meeting adjourned at 7:42 pm

Submitted by:

Bethany Walker

FINCOM Secretary

Approved On: 1-22-19

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