

- **BOARD OF HEALTH BUDGET DISCUSSION**

- No budget discussion tonight as the chair is sick; Stearns rescheduled

- **REVIEW AND APPROVAL OF MINUTES**

- Minutes from the January 15th 2019 were reviewed
  - *A motion was made by Campbell, seconded by Matteo and VOTED unanimously to accept the January 15th, 2019 minutes as written.*

- **COMMUNICATIONS/MAIL**

- Notice library that they are having a Winter Reading Challenge
- Solid Waste District FY budget this is different than the original budget sent back in November (Building where they have Office Space is currently for sale and rent is expected to go up). This budget accounts for the increase, they may need to find a new office location. Stearns to give a copy to Gilfeather-Girton as he did not receive this mailing.
- Each member of the FINCOM received a letter addressed specifically to each individual. Stearns wanted to note publicly that this letter and the letter received at the last meeting, -----intended for her was addressed to Norma Stearns. Stearns spoke with the Town Administrator; Llamas and the Selectboard are also receiving the same letters. Llamas will respond to the individual(s) who sent almost identical letters. Stearns (who advised Llamas that she would be doing so) has drafted a letter in response on behalf of the FINCOM to the sender of the first letter (A. Smith). Stearns read aloud; FINCOM members agreed this was a good response.

- **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): Group met and members will be meeting with the seniors at the senior center on 1/25/19 to answer any questions about the role of this group. Still working on a recommendation for the town.
- Matteo (Community Preservation Committee): Committee met on the 16<sup>th</sup> of January, received (3) proposals. Proposals include restoration of the plaque on the wall in the foyer of the Town Hall, Farms library (front doors) and the recreation commission requested funds to purchase an additional secure storage building/unit (similar to the existing one they currently have). Committee is meeting again on the 31<sup>st</sup> of January to review the proposals and ask questions to those who submitted these proposals.

- **NEXT MEETING**

- 1/28/2019 6:30 pm 4 town PVRSD Selectboard and FINCOM members at Northfield Town Hall
- 2/5/2019 6:pm Franklin County Tech School will do their presentation and 6:45 Board of Health

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

Meeting adjourned at 7:11 pm

Submitted by:

Bethany Walker

FINCOM Secretary

Approved On: 2-5-19

Approved By: *Lori M. Stearns*



**BOARD MEMBERS PRESENT:** Lois Stearns, Dan Campbell, Bernhard Porada, Sue Kaczenski, Tony Matteo

**BOARD MEMBERS ABSENT:** Bonnie L'Etoile

**ALSO PRESENT:** Phil Gilfeather-Girton, Town Accountant; Heather Tower, COA Director; Gina Froment, Chairman of the Council on Aging;

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

*This meeting was video and voice recorded.*

- **COUNCIL ON AGING BUDGET DISCUSSION**

- Tower presented the COA budget
- Summary of accomplishments provided with budget request
- Budget request is up \$30 from last year
- Capital Plan:
  - Kitchen door (that leads to back parking lot). No dollar amount or time frame, but as Tower explains, this is more of a town hall maintenance issue than something that she should request for a capital project
  - Senior Center (if a Public Safety Complex is built and the police move out of town hall, Tower would like to have all that space for Senior Center). Porada proposed the question that if the complex does not come through, what is Towers back up plan: Tower mentioned that location/land has been an issue when researching that option. Also at one time there was a thought about a spot in the campus, but that option is no longer available.
- Tower met recently with Sam Stevens and a gentleman creating a plan for hood over stove to make area compliant in the kitchen of the senior center. Plans should be back to her within the next month.

*6:19 Tower and Fromente FINCOM meeting*

- **ZBA BUDGET DISCUSSION**

- No one from ZBA confirmed this time slot; no budget discussion

- **TOWN CLERK BUDGET DISCUSSION**

- Budget Increase \$1600 for Town Clerk Expenses and \$3550 for Election and Registration
  - Multiple elections and primaries increase the budget which coincides with election worker pay rate that has also increased to \$12.00 per hour
  - Clerks "other supplies" increased (actually added back into budget) for codification and covering the expenses associated with the bylaws annually.
  - Campbell would like to see a committee to review current bylaws, as he believes they are very outdated; he will ask the Selectboard over the next couple weeks
  - Campbell was able to purchase additional voting machine with funds that he had left over; it is extremely beneficial to have this additional machine now with early voting in effect as well as just a general back up, should anything happen to the main voting machine.
- Capital Request: Town Computer is approximately 6 years old; priced out new computer and it will be approximately \$2000.
  - Stearns stated that there is a line item for town computers, so the actual expense would not have to come out of the asking department's budget; Stearns will follow up with Selectboard because there are others who are requesting a new computer and the account shows \$22,000 available funds