

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

ALSO PRESENT: Phil Gilfeather-Girton, Town Accountant

OTHERS PRESENT: Andrea Llamas, Town Administrator (6:27pm-7:25pm), Mark Fortier (left at 8:10pm)

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

This meeting was video and voice recorded

• **COMMUNICATIONS**

- Balance sheets through the end of March from accountant
- Notice from FRCOG planning dept.; meeting put on by the Conservation District May 3rd
- Packet from accountant
 - Gilfeather-Girton explained that he addressed issues that were brought up at the last FINCOM meeting.
 - Discussion on Town Maintenance position and the wages for this position; which account they come from
 - On page 2 of packet, the Dog Officer/Animal Control Officer is now an assessment and not a salary; however, the position itself has not been confirmed. Short discussion on the roll this position plays.
 - Addressed the Budget Summary and how it effects the tax rate
 - 3% COLA and any step increase adjustment has been put in
 - Discussion on PVRs assessment on omnibus; going with assessment provided by PVRSD at this time
 - Gilfeather-Girton used Governors proposed cherry sheet figure, local estimated receipts using same as last year, estimated receipts for CPA using last year's figures

• **FINALIZE ALL DELIBERATIONS AND RECOMMENDATIONS FOR FY20 FUNDING**

- Llamas updated FINCOM on the list of warrant articles; everything that she has received. The Selectboard has not ranked these articles or determined sources for funding.
- Discussion on stabilization amounts
 - *A motion was made by L'Etoile, seconded by Campbell and **VOTED** unanimously to put \$100,000 into stabilization*
 - Llamas to add this dollar figure to warrant
- Discussion on town hall kitchen
 - *A motion was made by Campbell, seconded by Matteo and **VOTED** unanimously to support \$40,200 for the Town Hall Kitchen Renovations*
- *A motion was made by L'Etoile, seconded by Kaczinski and **VOTED** unanimously to support the \$35,000 requested by the Board of Assessors for the purpose of an appraisal.*
- *A motion was made by L'Etoile, seconded by Campbell and **VOTED** unanimously to support the \$30,000 requested from the Highway Department for the purchase of a truck. Note: funds to come out of town appropriation; not Sewer Enterprise fund)*
- Source of funds discussion. Free cash available is 390,000. Gilfeather-Girton to figure out what articles to come from Free Cash; FINCOM wants larger items to be taken first from free cash if possible (NES, OPEB and Stabilization)
 - *A motion was made by L'Etoile, seconded by Campbell and **VOTED** unanimously to include the amount due on an outstanding bill to come from Free Cash*

- Three Sewer Enterprise Fund articles (Operating, the Lines and Mechanical): ***A motion was made by Campbell and seconded by Porada and VOTED unanimously to support all three articles for the Sewer Enterprise Fund.***
 - Kaczinski had question on Board of Health Salaries as the total differed from the previous week paperwork. Gilfeather-Girton advised that the Secretary's salary had previously been under Expenses when in fact it should be under Salary. The Expense line item needs to reflect this change. Gilfeather-Girton to correct omnibus.
 - L'Etoile asked what the projected tax rate is for FY20 is approximately \$16.76/1000 (FY19 is \$17.40). L'Etoile would like to add an additional \$50,000 to stabilization.
 - ***A motion was made by L'Etoile, seconded by Porada and VOTED to recommend an additional \$50,000 to stabilization; making the total amount \$150,000. In Favor: Campbell, Kaczinski, L'Etoile and Porada. Opposed: Matteo and Stearns***
 - By the end of the meeting, Gilfeather-Girton had adjusted a couple items on omnibus and tax rate was showing \$16.89/1000; still a few changes to make
 - Approval of the Omnibus.
 - ***A motion was made by Campbell, seconded by Porada and VOTED unanimously to accept the Omnibus with the corrections that will be made to the BOH***
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- **ITEMS NOT ANTICIPATED 48 HOURS IN ADVANCE**
 - Mark Fortier from EMS asked if there were any questions regarding his budget. Discussion and review of the EMS budget and plan with Bernardston
 - Fortier confirmed that the actual agreement between Northfield and Bernardston has not yet been signed yet to date; still with the lawyers.
 - FRCOG doing a study on cost payments for towns to regionalize(Northfield, Bernardston and Erving and potential other towns)
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- **REVIEW AND APPROVAL OF MINUTES**
 - No minutes to review
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- **MEETINGS ATTENDED REPRESENTING THE FINCOM**
 - Porada (Emergency Services Facility Committee): Meeting 4/4/19 at 4pm
 - Porada (Town Governance Study Committee): Meeting 4/11/19 draft report in works for Town Meeting. Submitted article regarding the size of the Selectboard town council advised how the process needs to work; Selectboard to review
 - Matteo (Community Preservation Committee): Articles submitted for Town Meeting
 - Matteo (H.E.A.R.T.): Next meeting 4/4/19 at 5:30. School Committee has taken over their findings and has formed their own committee
 - Campbell: (Town Clerk): Census will be going out before next year; very important that people fill out or reply. Funding is based on town numbers (each person counts as \$2500)
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- **NEXT MEETING**
 - Monday May 6th, 2019 before Town Meeting

NORTHFIELD FINANCE COMMITTEE MEETING MINUTES
APRIL 3, 2019 6:00 PM
TOWN HALL 69 MAIN ST

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

Meeting adjourned at 8:20 pm

Submitted by:

Bethany Walker

FINCOM Secretary

Approved On: 5-28-19

Approved By: Lois M. Stearns