

- Llamas reported that FEMA is now going from 75% to 100% reimbursement
- Matteo asked if there could be a budgeted line item for funds to repair/maintain the Town Clock going forward. Llamas stated that it would be best to just have an article on town meeting warrant when an issue arises

- **INITIATE DELIBERATIONS AS TO FINCOM RECOMMENDATIONS RE DEPT BUDGETS & CAPTIAL REQUESTS (BASED ON ACCOUNT SEQUENCE OF MONTHLY REPORT)**

- Accountant \$7800 increase is based on contract
- Legal Expense \$10,000 increase
- Technology \$1845 decrease
- Town Building \$1800 increase to cover the sewer rate increase
- Brief discussion on where the Building Maintenance Position/Salary should fall; to be discussed at the Joint Selectboard and FINCOM meeting in the coming weeks
- NES Maintenance and Repair currently empty; anticipated cost
- FCTS assessment decrease but capital increase
- Veterans Services assessment increase of \$1453
- County Retirement assessment up \$13157
- Workers comp up \$5000
- Health Insurance up \$13,500 due to projected retiree's
- Medicare exp up \$2000
- Assessors increase \$300 to mapping and \$8700 property inspection services
- Town Clerk increases \$50 Dog Supplies, \$1250 elections and \$50 for registrar
- CONSCOM wants to add back/increase \$2812 for Secretary Wages; to be determined.
- Police increase \$148 for Uniforms. Salary increase of \$40,000 for adding the full amount for the School Resource Officer; 50% of this will be reimbursed by PVRSD. Llamas noted that the Police Budget could change more since they are in the middle of Police Contract Negotiations
- Fire Dept. increase of \$1340 due to water cost increase
- Highway increase to telephone \$1200 (an additional cell phone). Llamas would like to see the Highway Wages Reg line item be broken up to remove snow and ice wages. This suggestion will be brought up at the Joint meeting with the Selectboard
- Board of Health increases for Health Agent \$249, Registered Nurse \$2960, telephone \$50.00. Decrease of \$150 for Other and \$100 for mileage.
- Council on Aging total increase of \$3736.58. \$60 meeting and seminars, \$200 postage, \$200 office supplies, \$1500 other supplies, \$400 other charges, \$50 mileage and \$350 dues and membership
- Dickinson Memorial Library; removed Field Library from budget
- Historical Commission originally requested an increase of \$300. Discussion on the increase due to copies of Temple and Sheldon are requested by the members. Campbell stated he could order one or two. Per Jacques, change requested amount to \$60; the cost of two copies of the book that the FINCOM will support.
- ZBA wants to level fund the budget, however Llamas to look into the internet charge line item to make sure it is not being paid out this year. That agreement was a one year/one time agreement only.
- *A motion was made by Stearns, seconded by Campbell and **VOTED** unanimously to tentatively approve changes contingent on availability of funding.*

- **COMMUNICATIONS**

- Matteo asked about links on agendas for those who would like access to meetings. Campbell (and Sandra Wood, in Campbell's absence) put the zoom hyperlink on the agenda when posted online

PARTICIPATING FINCOM MEMBERS: Lois Stearns, Jack Spanbauer, Dan Campbell, Bernhard Porada, Tony Matteo and Sue Kaczewski

ALSO PARTICIPATING IN VIDEO CONFERENCE: Andrea Llamas, Town Administrator; Bill Llewelyn, Conservation Commission Chair (6:00-6:20pm); Beth Walker, FINCOM Secretary, Barbara "Bee" Jacques, Selectboard Member and Historical Commission Member; and Tyler Bourbeau, BNCTV

*The FINCOM meeting was called to order at 6:00 pm by Stearns
This meeting was broadcast live via Facebook and on BNCTV*

Stearns read the following statement as per the agenda:

"Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, MGL, C30A. s20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Northfield Finance Committee will be conducted via remote participation. These minutes will be posted on the Town of Northfield Website as soon as possible after the meeting"

• **REVIEW FY22 CONSERVATION COMMISSION BUDGET REQUEST**

- Llewelyn expressed that the only increase was to add back the Secretary wages to the CONSCOM budget; an increase of \$2812
 - Discussion on the role of the 'Boards Clerk', a position that was created to cover CONSCOM, Planning and Community Preservation Committee as well as other departments if needed. Also discussed the recording of meetings via different methods to accommodate both the clerk and committees schedules if could not be there in person/zoom.
 - Llewelyn stated that this current position was not working out and meeting the CONSCOM needs. A board member is currently taking minutes but Llewelyn knows of a former secretary who could (possibly) temporarily fill this position; however, funds are needed within his budget.

• **REVIEW AND APPROVAL OF MINUTES**

- Minutes from the February 22, 2021 meeting were reviewed
 - Brief discussion on the minutes. Clarification on a "Hook" truck as well as clarification on the Chapter 90 encumbrance issue. Llamas provided clarity to the issues.
 - *A motion was made by Campbell, seconded by Matteo and **VOTED** unanimously to accept the February 22, 2021 minutes as written.*

• **FY22 BUDGET UPDATES INCLUDING AVAILABLE FINANCIAL AMOUNTS**

- Llamas had emailed a Master Budget-General omnibus
 - This does not include Capital items, missing FINCOM secretary wages salary step increase, No Sewer or EMS enterprise figures.
 - All requests are entered and salaries include COLA and step increase if applicable (except one missing as above)
 - PVRSD budget left in (even though it is not finalized)
 - FCTS budget in as presented at budget meeting
- DOR had a few questions on the submitted Free Cash; Llamas now hopeful to have this resolved within the next few days.
- No update on State Aid at this time per Llamas
- Llamas recommended to the FINCOM to consider having a 2nd Stabilization fund entitled "Capital Stabilization" in addition to the General Stabilization account
- Llamas has not seen any school requests (NES) but anticipates something for flooring as they have done in the past several years
- 1st draft of the model to be presented at next meeting per Llamas

NORTHFIELD FINANCE COMMITTEE MEETING MINUTES
MARCH 1, 2021 6:00 PM
VIDEO CONFERENCE VIA ZOOM

- **NEXT MEETING**
 - 3/8/2021

*A motion was made by Campbell, seconded by Kaczinski and VOTED unanimously to adjourn the
FINCOM meeting
Meeting adjourned at 8:13pm*

Submitted by:
Bethany Walker
FINCOM Secretary

Approved On: 3/8/2021

Approved By: Daniel R Campbell