

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

**ALSO PARTICIPATING IN VIDEO CONFERENCE:** Andrea Llamas, Town Administrator; Beth Walker, FINCOM Secretary; and Tyler Bourbeau, BNCTV

*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"*

• **MEETING CALLED TO ORDER AT 6 PM BY STEARNS**

- Stearns opened meeting with a few follow ups from last week's meeting
  - On 3/25/2021 at 6 pm via Zoom the Franklin County Selectboard Association is having a seminar/webinar on the 2020 police Reform. FCSA is allowing members of FINCOM's to attend; if anyone on Northfield's FINCOM is interested, Stearns said she would forward the link. Llamas will be attending a different seminar put on by the MMA that same day but at 10am.
  - Stearns wanted to confirm that the Enterprise Fund for the EMS is legal, whereas it may have come across at last week's meeting that it was not. In 2010 Town Meeting MGL was adopted to allow setting up the EMS Enterprise Fund (2011 Town Meeting the Sewer Enterprise Fund was set up)
  - Free Cash that is not used up by July 1, goes back into the process of recertifying for the next fiscal year.
  - Stearns would like to bring up the discussion (at a later time) the authority set by law for FINCOM responsibilities.

• **REVIEW AND APPROVAL OF MINUTES**

- Minutes from the March 8, 2021 meeting were reviewed
  - *A motion was made by Spanbauer, seconded by Matteo and **VOTED** unanimously to accept the March 8, 2021 minutes as presented.*

• **CONSIDER ANY ADDITIONAL FY22 EXPENDITURES**

- PVRSD budget is not yet finalized; Llamas has original stated amount but is subject to change. It was voted by PVRSD not to move the 6<sup>th</sup> grade student to Pioneer, however the budget did not change with this vote as this budget incorporated the expense of the move.
- Selectboard Part Time Wages (the board's clerk position) was left the same as last year. The CONSCOM expense line item (requesting secretary wages) will show a differential between what requested and what is recommended by the FINCOM (FINCOM not recommending the CONSCOM additional funds for a secretary)
- Building Maintenance Position wages still undetermined where it will fall; either under the line item that it currently is or Highway Department. This will be an agenda item for the joint meeting between the FINCOM and the Selectboard next week.

• **FINAL VOTE ON SPECIAL WARRANT ARTICLES THAT NEED FINCOM RECOMMENDATION**

- Radios for EMS, will be funded by taxpayers, not the Enterprise fund; all members of the FINCOM in agreement with this funding.



NORTHFIELD FINANCE COMMITTEE MEETING MINUTES

MARCH 15, 2021 6:00 PM

VIDEO CONFERENCE VIA ZOOM

- Wages increase for the Sewer Plant Operator, so long as it was a step increase only and not a grade, the FINCOM will recommend ; however, the retroactive request is not endorsed by the FINCOM
- Article 8 (Tax Title Revolving Fund)
  - ***A motion was made by Porada, seconded by Campbell and VOTED unanimously to recommend the creation of the Tax Title Revolving Fund.***
  - Llamas to speak with Melissa Murphy (treasurer/tax collector) about whether or not to open with a balance or just create the revolving fund only; it is currently budgeted in her expense account for FY22.
- Article 9 (Revolving Fund) discussions. No Vote by FINCOM, only a unanimous agreement to recommend this article
- Article 10 (Radios & Related Equipment for Fire Dept. \$32,000); FINCOM recommends; no vote taken
- Article 11 (Radios & Related Equipment for the Emergency Services Dept. \$10,000); FINCOM recommends; no vote taken
- Article 12 (Highway Dept. "Hook" Truck \$270,000)
  - ***A motion was made by Spanbauer, seconded by Campbell and VOTED unanimously to support the purchase of this truck requested by the Highway Dept.***
- A request from Tom Walker Highway Supt. Came in a few hours before meeting and will be an article on Warrant for \$40,000 for a boiler at the Highway Department Garage.
  - ***A motion was made by Campbell, seconded by Spanbauer and VOTED unanimously to support the purchase of the boiler for the town garage.***
- Article 13 (Loader for Highway Dept. \$200,000). Llamas needs to confirm actual cost of loader; is it factoring in the trade amount or not. FINCOM will vote next week when Llamas has cost update.
- Article 14 (Lower Old Wendell Rd improvements)
  - ***A motion was made by Spanbauer, seconded by Campbell and VOTED unanimously to support \$200,000 for improvements to Old Wendell Rd (lower)***
- Article 15 (Floor mats for Town Hall)
  - ***A motion was made by Campbell, seconded by Matteo and VOTED unanimously to support \$5,000 for floor mats for Town Hall.***
- Article 16 (NES flooring repair/replace and New Computer Switch)
  - ***A motion was made by Campbell, seconded by Spanbauer and VOTED unanimously to support \$28,000 for NES repair/replace floor and computer switch***
- Article 21 (Creating a Capital Stabilization Fund). Discussion on this article; it will require a 2/3 vote at Town Meeting.
  - Current balance in the General Stabilization account is \$1,527,630.63
- Article 22 (Transferring funds from General Stabilization to Capital Stabilization)
  - ***A motion was made by Campbell, seconded by Matteo and VOTED unanimously to support the creation of a Capital Stabilization Fund and transfer from the General Stabilization \$1,000,000 into it***
- Article 29 (Rights of way work in connection with Schell Bridge)
  - ***A motion was made by Campbell, seconded by Porada and VOTED unanimously to support this article***
- Article 30 (Solar PILOT authorization)
  - ***A motion was made by Campbell, seconded by Spanbauer and VOTED unanimously to support this article***
- Article 31 (Local Tax Meals Tax)
  - The FINCOM takes no action on Article 31



- Article 32 (Marijuana Tax)
  - *A motion was made by Porada, seconded by Matteo and VOTED unanimously In Favor of Article 32, imposing an excise tax on retail sales of marijuana or marijuana products*
- Article 33 (Local Option Room Occupancy Excise)
  - *A motion was made by Porada, seconded by Campbell and VOTED unanimously to support article 33 on the room occupancy tax*
- Stearns inquired about the Fire Dept. truck and believes it should be on warrant. There was discussion as to whether Chief Dunnell wanted it for FY22 or advised to push back to FY23. Llamas will add it to warrant along with the boiler for the Highway Garage.
- **FINAL VOTE ON SUPPORTING OMNIBUS BUDGET FOR FY22**
  - Final vote on omnibus
    - *A motion was made by Campbell, seconded by Porada and VOTED unanimously to accept the omnibus budget with the one exception of the PVRSD budget*
- **VOTE FUNDING SOURCES FOR ALL RECOMMENDED EXPENDITURES**
  - t/b/d next meeting
- **PREPARATIONS FOR TOWN MEETING**
  - n/a
- **COMMUNICATIONS**
  - Llamas advised Matteo that the Community Preservation Committee needs to submit their articles; Matteo stated that they will be in by end of week
  - Engineers report still pending for Town Hall back parking lot drainage per Llamas
  - Campbell stated that the codifying of the Zoning Bylaws is still in the works
- **REPORTS OF MEETINGS ATTENDED AS REPRESENTATIVES OF THE FINCOM**
  - Matteo (CPC): The group was able to find one person in the Boston area who does work on clocks but didn't seem to be interested in the Northfield Town Clock and would reach out to others he knew in the profession.
- **NEXT MEETING**
  - 3/22/2021 6 PM FINCOM and then at 7pm the Selectboard to join in meeting

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

Meeting adjourned at 8:00pm

Submitted by:  
Bethany Walker  
FINCOM Secretary

Approved On: 3/22/2021

Approved By: Daniel R. Campbell