

NORTHFIELD FINANCE COMMITTEE MEETING MINUTES
JANUARY 31, 2022 6:00 PM
VIDEO CONFERENCE VIA ZOOM

PARTICIPATING FINCOM MEMBERS: Lois Stearns, Sue Kaczinski, Jack Spanbauer and Bernhard Porada

FINCOM MEMBERS ABSENT: Dan Campbell and Tony Matteo

ALSO PARTICIPATING IN VIDEO CONFERENCE: Andrea Llamas, Town Administrator; Colleen Letourneau, COA Director; Frank Froment, COA Chair; Homer Stavely, COA member; Bee Jacques, Selectboard member; Tyler Bourbeau & Otis Wheeler BNCTV

Live via BNCTV & Recorded via Zoom
Stearns called the meeting to order at 6:05pm

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"

• **COA BUDGET DISCUSSION**

- Budget Increase by approximately \$15,000. Increase mainly due to mailings/postage, dues and a new data base management program
- Brief Discussion on the salary deficit for COA Director going into FY22
- What services increased to cause the approx. 28% budget increase; discussion on what services are provided
- Question on program assistant salary
- Stearns advised standard FINCOM budget procedure to the COA members present
- Reminded COA that the tiled floor replacement cannot happen until the drainage issue is resolved
- No Special Articles/Capital Improvements

6:32 Letourneau, Stavely and Froment leave FINCOM Zoom meeting

• **OTHER DISCUSSIONS RE BUDGET REQUESTS & CAPITAL PLAN REQUEST AS ARE RECEIVED**

- No other budgets to review tonight
- Llamas has sent out schedule to date & Capital Project Requests
- COLA discussion
 - Usually based on the Social Security recommendation (which is 5.9% increase). FINCOM members in agreement to follow within the Social Security baseline
 - ***A motion was made by Porada, seconded by Spanbauer and VOTED unanimously to recommend a 6% COLA***
 - Llamas to update general budget spreadsheet to include the COLA figures and will redistribute to FINCOM members within the next week
- Still waiting on budget requests from the Fire Department and ZBA

• **UPDATE ON PENDING ITEMS FROM TOWN ADMINISTRATOR**

- Emergency Services Building project moving right along, Porada will give more of an update later on in meeting
- 4-5 grants in the works for the Rapid Recovery Plan
- Regionalization grant (Ambulance Service) due in February, currently working with Mark Fortier and Tracy Rogers at FRCOG
- ARPA funding (\$860,000 in Federal Money)
- Firstlight relicensing – Selectboard working on the Recreation portion. Selectboard holding meeting 2/1/22 for the sole purpose of Recreation discussion
- Comcast Negotiations still in progress
- Parking lot drainage project still in the works. Still working on the right solution

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- Preston memorial restoration is completed
- Interim Superintendent Kinsella is considering having someone come out and explain Ch70 & Formulas to the 4 town FINCOM's. Offer was made for a Friday night in February. FINCOM's would like to make this meeting in person and Zoom Optional
- Budget Sub Committee of School Committee will be advising the FINCOM members of their meetings and that they are to notify them if they wish to participate in actual conversation. Llamas had put these budget meetings on the calendar that was given to the FINCOM for budget planning purposes.
- State owned land, slight increase in payment to Town. Land valued approximately 7 million
- Health insurance voted NO increase. Increase to Retirement Fund increase of about \$13,000
- **REVIEW AND APPROVE FINCOM MEETING MINUTES**
 - Minutes from the 1/10/2022 & 1/24/2022 meeting were reviewed.
 - *A motion was made by Spanbauer, seconded by Porada, and VOTED unanimously to accept the January 10th, 2022 meeting minutes as written.*
 - *A motion was made by Porada, seconded by Spanbauer and VOTED unanimously to accept the January 24th, 2022 meeting minutes as written*
- **REPORTS OF MEETINGS ATTENDED REPRESENTING FINCOM**
 - Porada (Emergency Services Facility): no meeting, but TA advised members 6 packets were company bids for particular services. All members need to review and evaluate ahead of next meeting (2/1). Survey to be done of for topography, soil testing and any wetland issues. OPM believed there was enough land without interfering with wetlands, as prelim review revealed however more in-depth homework needs to be done for final diagnosis. A video is being created showing the (3) facilities in their current state for the townspeople to watch and get a glimpse of the current conditions and for the need for a new facility
- **OTHER ITEMS NOT GENERALLY ANTICIPATED 48 HOURS IN ADVANCE OF THIS MEETING**
 - NONE
- **NEXT MEETING**
 - 2/7/2022

A motion was made by Spanbauer, seconded by Porada and VOTED unanimously to adjourn the FINCOM meeting

Meeting adjourned at 7:22pm

Submitted by:
Bethany Walker
FINCOM Secretary

Approved On: 2/7/2022

Approved By: Daniel R. Campbell