

BOARD MEMBERS PRESENT: Lois Stearns, Dan Campbell, Tony Matteo, Chad Glover, Bonnie L'Etoile and Bernhard Porada

ALSO PRESENT: Deb Mero, Town Accountant and Bethany Walker, FINCOM Secretary

The meeting was called to order at 7:00 pm by Stearns. This meeting was not video recorded.

- **MINUTES**

- Minutes from the April 10, 2017 meeting were reviewed. *A motion was made by Glover, seconded by Matteo and **VOTED** unanimously to accept the April 10, 2017 meeting minutes as written.*
- Minutes from the May 1, 2017 meeting were reviewed. *A motion was made by L'Etoile, seconded by Matteo and **VOTED** to accept the May 1, 2017 minutes as presented.* 1 Abstained: Dan Campbell

- **CORRESPONDENCE/COMMUNICATIONS/MAIL**

- Stearns advised that the FINCOM needs to appoint a FINCOM member to be the representative on the Community Preservation Committee. Currently, Matteo is the representative. Matteo agreed to accept another one year appointment.
- The Greenfield Recorder published an article about the Northfield Water District rates rising. Deb Kern (Dickinson Library) had questioned how town buildings, the library in particular, should prepare for these new assessments. Stearns advised FINCOM that it would be best to wait and see towards the end of the year as opposed to doing a midyear transfer.
- Mero had sent out a letter to all boards, committees, departments requesting all bills be turned as soon as possible; before the year end (6/30/2017). If the bill hasn't been received, Mero needs to be advised no later than 7/5/2017. Transfer request forms must be submitted before 7/10/2017
- The Beacon (newsletter)
- Mero provided account balances up to the end of May.

- **TRANSFER REQUESTS**

- A request from Thomas Walker, Highway Superintendent, for \$4,000 to be transferred from the Highway Bridges and Rails Account to the Highway Superintendent Expense Account. Explanation of Transfer: renewal of licenses and certification courses and uniform price increase mid-year. *A motion was made by L'Etoile, seconded by Campbell and **VOTED** unanimously to approve the transfer request in the amount of \$4000 from the Highway Bridges and Rails Account to the Highway Superintendent Expense Account.*
- (2) Transfer requests from the Selectboard; \$268.55 from the Selectmen Expense Account to the Town Administrator Salary Account and \$1,425.26 from the Town Administrator Expense Account to the Town Administrator Salary Account. Explanation of Transfer: To cover short fall created by payout of unused vacation time per contract. *A motion was made by L'Etoile, seconded by Campbell and **VOTED** unanimously to approve the (2) transfer requests for the Town Administrators Salary Account; \$268.55 from the Selectman Expense Account and \$1425.26 from the Town Administrator Expense Account.*
- A request from the Dickinson Library in the amount of \$2,000 from the Library Salary Account to the Library Operating Expense Account. Explanation of Transfer: To meet the Mass Board of Library Commissioners Materials Spending Requirement. *A motion was made by L'Etoile, seconded by Campbell and **VOTED** unanimously to approve the transfer request in the amount of \$2,000 from the Library Salary Account to the Operating Expenses Account.*
- A request from the Police Department for \$2,265.27 to be transferred from the Wages and Salaries Account (police) to the Police Expenses Account. Explanation of Transfer: Update of custom policy and procedure manual; printing and electronic media. *A motion was made by Campbell,*

seconded by Porada and VOTED unanimously to approve the transfer request in the amount of \$2,265.27 from the Wages and Salaries Account (police) to the Police Expenses Account.

- **MEETINGS ATTENDEED AS REPRESENTATIVES OF THE FINCOM**

- Matteo: the CPC has not met recently, but intend to soon
- Porada: the Public Safety Facility committee does not have a meeting scheduled.
- Porada: No word yet about any meetings for the Town Governance Committee
- Glover: the Building Use Committee met on June 10 at NES to finalize wording on the brick facade project. On 6/18 the committee met with school superintendent, Ruth Miller, to discuss project distribution. Also discussed CPA funds and the timeline for projects to be funded by the CPA
- Stearns: attended a school committee meeting. School Committee did an evaluation on Superintendent and budget discussion. Stearns advised that a new updated letter should be coming to the town regarding the budget; however it would be best to use the voted figure from Town Meeting.

- **ADDITIONAL DISCUSSION**

- Glover announced that his term is up and that he will not continue on the FINCOM; someone will need to be appointed for Glover's position for the next meeting.

- **NEXT MEETING**

- 7/10/17

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

Meeting adjourned at 7:36 pm

Submitted by:

Bethany Walker

FINCOM Secretary

Approved On: 7-12-17

Approved By: [Signature]
Chair