

Board Members Present: Lois Stearns, Tony Matteo, Chad Glover, and Bernhard Porada

Also Present: Deb Mero, Town Accountant; Jack Spanbauer, Selectboard Member; Ruth Miller, PVRSD Superintendent; Patricia Shearer, Northfield PVRSD School Committee Member; Robin L'Etoile, Northfield PVRSD School Committee Member; Bill Walhstrom, Northfield PVRSD School Committee Member; and Bethany Walker, FINCOM Secretary

Board Members Absent: Dan Campbell and Bonnie L'Etoile

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

- **PVRS School Superintendent/Northfield PVRSD School Committee members discuss Town Finances with FINCOM**
 - Spanbauer presented a PVRSD budget Analysis FY2001-FY2017 that he put together outlining the increases throughout the years.
 - PVRSD school budget is approximately 60% of Town budget, Spanbauer acknowledged other departments within the town typically have to entertain a level fund budget
 - Miller advised that the PVRSD Finance Sub-Committee has plans to review the previous 4 years and also to look forward 4 years. Miller is also interested in the enrollment within the PVRSD (Pioneer specifically), as to why it seems to be “losing” students to other schools (i.e. Franklin County Technical School)
 - Miller did advise that there are fixed and mandated costs, but they are looking for ways to conserve money.
 - It was requested by the FINCOM to have a 5-year capital plan this year as our Town Departments do. (Would like it early March) as the Warrant should be done one month before Annual Town Meeting to allow townspeople to review.
 - Discussion on the Tech School enrollment and the agreement that it has with the town

7:29 Miller, Shearer, Walhstrom and L'Etoile leave meeting

- **Final Review of Special Town Meeting Warrant for December 5, 2016**
 - Two items were pending from last FINCOM meeting
 - Continued discussion on the 1% pay increase for employees on wage plan would be less than \$6000 overall per Mero.
 - *A motion was made by Glover, seconded by Matteo and **VOTED** unanimously to recommend to support the concept of current article #13 (1% pay increase).*
 - Discussion on the Zoning By-Law article. Spanbauer advised that he is presenting to the other Selectboard members to postpone the article, as well as the codifying article related to the By-Law article (articles # 2 & 3). Spanbauer advised that there was an inserted article for the consulting services to continue the By-Law project in the amount of \$7,500. The Town has already invested \$170,000 into this project and do not want to lose all that work and effort.
 - *A motion was made by Matteo, seconded by Porada and **VOTED** unanimously to support article 4 in the amount of \$7,500 for added consultant work to the existing By-Law project*

7:54 Spanbauer leaves FINCOM meeting

- **Minutes**

- The minutes from the October 17, 2016 meeting were reviewed.
 - *A motion was made by Glover, seconded by Matteo and **VOTED** unanimously to accept the October 17th, 2016 meeting minutes as corrected.*

- **Mail**

- The Bernardston Board of Selectmen invited the other three towns (Leyden, Northfield and Warwick) Board of Selectmen, FINCOM members and School Committee Members to discuss the FY18 budget.
 - Stearns to advise the Bernardston Board of Selectmen and that the Northfield FINCOM is not in favor of this meeting.
- Stearns read aloud the budget cover letter that was sent to all boards/committees/departments. Budgets due to the FINCOM 12/6/16; with the acknowledgement that some boards/committees/departments may not meet until shortly thereafter, so some budgets may be received after the due date.
- Memo from Brian Noble advising that the original amount for the Fence Expense that was put in for \$8500 was now estimated \$8520, however, Noble does not want to put in a transfer request for \$20, so he is going to wait until project is actually completed with final cost.
- Mero provided end of Fiscal Year reports as well as account balances through to the end of October
- Letter regarding Certified Free Cash amount: \$568,193; Sewer Enterprise: \$134,109; and EMS Enterprise: \$59,436

- **FY18 Budget Plans**

- FINCOM reviewed their own budget, but decided to wait until Brian Noble was in attendance to ask a few more questions before voting on their own budget.

- **Meetings Attended as representatives of the FINCOM**

- Matteo stated that the Community Preservation Committee still does not have a quorum
- Glover stated that the Building Use Committee met with NES school officials to discuss ongoing projects and potential projects for next year.

- **Next Meeting**

- December 5th, 2016 at 6:30 (just before Special Town Meeting).
- December 12th, 2016 would be the next regular monthly meeting date; Stearns will advise at later date whether or not this meeting will be needed.

*A motion was made by Porada, seconded by Matteo and **VOTED** unanimously to adjourn the FINCOM Meeting.*
Meeting adjourned at 8:18 pm

Submitted by:
Bethany Walker
FINCOM Secretary

Approved On: 12-5-16

Approved By: Lori M. Stearns