

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

ALSO PRESENT: Bethany Walker, FINCOM secretary

The meeting was called to order at 6:00 pm by Stearns.
This meeting was not video recorded.

- **MINUTES**
 - Minutes from the July 9th 2018 were reviewed.
 - *A motion was made by Campbell, seconded by Porada and **VOTED** unanimously to accept the July 9th 2018 minutes as presented.*
 - **COMMUNICATIONS**
 - Statement from PVRs with the Assessment
 - Balances from July through end of August from Deb Mero
 - **MEETINGS ATTENDED REPRESENTING THE FINCOM**
 - Matteo (Community Preservation Committee): advised that next meeting is scheduled for 9/13/2018
 - Porada (Emergency Services Facility Committee): Phase 1 is complete, moving into Phase 2 (contracts for test wells and other environmental aspects of the area). Goal is to have Phase 2 complete by winter.
 - Porada along with Stearns attended a community forum held at the Dickinson Library with Community Paradigm Associates leading the forum.
 - Porada (Town Governance Study Committee): group is formulating questions to give to the Town Administrator and the Selectboard and then will give to head of departments. They will prepare a report for the annual town meeting
 - L'Etoile, Porada and Stearns attended a School Committee meeting in which the State had provided insight on the school districts current situation.
 - Stearns is to meet with interim Town Administrator, Bernie Kubiak, and discuss the budget process. He would like to have it start sooner than in the past.
 - **UPDATE ON PVRs FINANCIAL STATUS**
 - Stearns reported that the previous week at the budget subcommittee meeting the financial officer stated that the FY19 budget was now balanced; anticipated expenditures do not exceed the bottom line. The school committee still needs to approve.
- 6:20 pm Sue Kaczinski joins the FINCOM meeting
- **NEW BUSINESS**
 - Stearns said she and the FINCOM Chair from Bernardston would like to have the Selectboard's and the FINCOM's from each of the (4) towns in the PVRs district meet in early October to come up with a percentage of what the towns can do in regards to the PVRs budget
 - L'Etoile requested that the PVRSD Financial Assistant attend a FINCOM meeting to better explain the school budget in general and how it works; Stearns advised she had spoken to Tawnya Gaylord, FA, already and she was not prepared to do such a meeting. FINCOM had brief discussion on this request.

- **OLD BUSINESS**

- L'Etoile asked about the status of her previous requests on a cash flow analysis. Stearns advised that Kubiak has not yet had the time to provide for this request. Stearns to ask Deb Mero, Town Accountant.

- **ELECTION OF OFFICERS**

- Position of Finance Committee CHAIR: *A motion was made by Porada, seconded by Kaczinski, and VOTED unanimously to nominate Lois Stearns as Chair of the Finance Committee.*
 - Stearns accepted
- Position of Finance Committee VICE CHAIR: *A motion was made by Kaczinski, seconded by Porada and VOTED unanimously to nominate Daniel Campbell as Vice Chair of the Finance Committee.*
 - Campbell accepted
- Signing Authority as Chair: *A motion was made by L'Etoile, seconded by Porada and VOTED unanimously to authorize the chair of the FINCOM to sign all bills and/or documents authorized by the members of the FINCOM*

- **NEXT MEETING**

- Tentatively looking at 10/1/2018 to have the (4) town joint meeting with all respective Selectboard members and FINCOM members. Stearns will confirm.
- 10/15/2018 FINCOM meeting (10/8/2018 is a holiday)
 - *A motion was made by Campbell, seconded by Porada and VOTED unanimously to have FINCOM meetings start at a time of 6 pm.*

A motion was made by Porada, seconded by Campbell and VOTED unanimously to adjourn the FINCOM Meeting.

Meeting adjourned at 6:54 pm

Submitted by:
Bethany Walker
FINCOM Secretary

Approved On: 10-15-18

Approved By: Lois Stearns
Chair