

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

BOARD MEMBERS ABSENT: Tony Matteo

The meeting was called to order at 6:00 pm by Stearns.

This meeting was not video recorded.

- **MINUTES**

- Minutes from the September 10th 2018 were reviewed.

- ***A motion was made by Campbell, seconded by Porada and VOTED to accept the September 10th 2018 minutes as presented. In Favor: Stearns, Campbell, Porada and L'Etoile. Abstained: Kaczinski***

- **COMMUNICATIONS**

- Invitation from the Association of Town Finance Committees for the 2018 Annual meeting to be held on 11/3/18 at the Deven's Community Center

- **FY20 BUDGET LETTER**

- Stearns met with Deb Mero (Town Accountant) to go over the budget letter. Stearns would like to complete as much of the budget process with Mero while she is still working for the town. Stearns to email letter to Mero and hopes Mero can send budget letter and info to all boards/departments/committees either Tuesday or Wednesday (10/16/18 or 10/17/18)
 - L'Etoile would like paragraph 2 of the budget letter rephrased; group review and agreed to modify statement to read " Please give serious consideration to presenting a request backed by numbers and logic"
 - Stearns and Bernie Kubiak (Interim Town Administrator) had met last week about the budget process. There were a few requests from the Selectboard pertaining to the budget letter and process. The following are items that the Selectboard is requesting from each department/board/committee: Accomplishments of FY19, FY20 Objectives and Activities and Other Funding Used by Department. Brief discussion amongst FINCOM members and all agreed to have Stearns add these requests to letter, however, the information should be forwarded to Selectboard not the FINCOM
 - Deadline date discussion. FINCOM decided to have response date on or before Monday, November 19th, 2018.

- **PVRSD SELECTBOARD & FINCOM MEMBERS JOINT MEETING**

- Minutes from the October 1st, 2018 taken by Bernardston FINCOM member David Lorenz were reviewed
 - ***A motion was made by Porada, seconded by Campbell and VOTED to accept the October 1st 2018 minutes as written by Bernardston FINCOM member Lorenz. In Favor: Stearns, Campbell, Porada and Kaczinski. Abstained: L'Etoile***
- Next meeting to be held in Northfield on January 28th, 2019 6:30 pm. Group would like to do quarterly meetings to discuss mutual concerns
- Misunderstanding of communication so only 3 of the 4 towns were present. Warwick did not attend.
- Copy of letter from the State that was sent to the Superintendent was sent out to FINCOM members.
- A letter was drafted by each town Selectboard chair and FINCOM chair to the Superintendent of schools regarding the hiring of the Financial Overseer by Nov. 1 per state recommendation.

- Voted against each town having a special town meeting. Steans to touch base with Mero because a decision was made to not pay any of the school lunch deficit until the overseer is in place.
- State will assist in hiring Financial Overseer
- Letter has been sent regarding the rotation of the chair of the school committee
- Before the next meeting, the Towns need to decide regarding the FY20 school budget and / or assessment recommendations so that the chairs of the FINCOM'S can meet with the School Committee and / or budget subcommittee prior to Thanksgiving with a consensus of the towns
 - What towns would need overrides?
 - Review of figures. School originally stated a million deficit for each year FY18 & FY19. Now FY19 is balanced. Officials from member towns would like to have this reviewed by someone other than PVRSD employee.
 - Teacher negotiations that were put on hold will be resuming; will there be money for raises? Was money put aside?
 - What are the school numbers for students in the coming year?
 - The state had informed the school committee at their first meeting together that the school committee should be meeting with the towns in October to discuss budget; Northfield was never contacted.
 - Discussion on assessment percentages to bring to other towns/PVRSD
 - *A motion was made by L'Etoile, seconded by Campbell and VOTED unanimously that FINCOM would recommend 2% over what assessment was for FY17*

• **MEETINGS ATTENDED REPRESENTING THE FINCOM**

- Porada (Emergency Services Facility Committee): No new meeting to report. Progress was supposed to have been made; unfortunately it has not.
- Porada (Town Governance Study Committee): group met with Bernie Kubiak and has an interview scheduled with the Selectboard on 10/16/18 at 5pm. Next the group will look at scheduling interviews with department heads. Hope to have all interviews done by January so they can put together report for annual town meeting in May. Currently meeting every two weeks, or as needed.

• **NEXT MEETING**

- 11/19/2018 at 6pm
- Looking ahead: 12/10/2018 start budget talks, 1/7/2019, 1/14/2019
- 1/28/2019 would be the 4 town PVRSD Selectboard and FINCOM members.

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

Meeting adjourned at 7:31 pm

Submitted by:
Bethany Walker
FINCOM Secretary

Approved On: 10.23.18

Approved By: Lis M. Stearns