

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

BOARD MEMBERS ABSENT: Phil Gilfeather-Girton, Town Accountant

ALSO PRESENT: Chad Glover, Kathy Wright

*The meeting was called to order at 6:00 pm by Stearns
This meeting was not video recorded, only voice recorded*

• **TRANSFER REQUESTS**

- A request from Building Use and Utilization Committee (Glover & Wright representatives): Transfer funds from the Reserve Fund account to Elementary School Maintenance account in the amount of \$37,000 to cover repairs to both boilers in Elementary School.
 - ***A motion was made by Campbell, seconded by Matteo and VOTED unanimously to approve the transfer request in the amount of \$37,000 from the Reserve Fund to the Elementary School Maintenance Account.***
 - Stearns had conversation with Llamas about this transfer request earlier and discussed source of funds; determined that in order to get money faster, to complete the job sooner, the best route would be to use Reserve Fund money. Llamas believed there would be a Special Town Meeting this fall or early winter and an article and vote could replenish the Reserve Fund money.
 - Wright gave updates to projects at the Elementary School: Cupolas Painted, Repointing complete along with new flashing around chimney and the carpet/tile project is complete. Still working on the Electrical Project, the bid for project overseer was a lot higher than anticipated. Llamas working with the FRCOG to see what alternative options there are for such a role.

• **REVIEW AND APPROVAL OF MINUTES**

- Minutes from July 2nd, 2019 were reviewed
 - ***A motion was made by Campbell, seconded by L'Etoile and VOTED to approve the July 2nd 2019 minutes as written. In Favor: Stearns, Campbell, Porada, Matteo and Kaczinski. Abstained: L'Etoile***

• **COMMUNICATIONS**

- Balance sheet with balances reflective thru the end of July from accountant. Gilfeather-Girton also supplied an additional report of actual budget expenses and encumbrances
- A bill in the amount of \$160 for annual dues owed to the Association of Town Finance Committees
 - ***A motion was made by Porada, seconded by Campbell and VOTED unanimously to approved the dues membership fee for the FINCOM in the amount of \$160***
- Division of Local Services sent a notice of the Regional School District of estimated receipts
- Letter from school district treasurer to Northfield treasurer regarding Northfield's portion of the Operating Assessment: \$ 4,641,675 and Capital Projects Assessment: \$16,161.04
- Office of Attorney General sent a copy of the letter that was sent to Michael Townsley (School Committee) regarding the Open Meeting Complaint
- Copy of the Letter from KP Law to Attorney General regarding the Open Meeting Complaint
- Gilfeather-Girton provided the Stabilization Fund amount: \$1,355,739.38
- Gilfeather-Girton announced that the Town will be moving to a new accounting system in September

- **MEETINGS ATTENDED REPRESENTING THE FINCOM**

- Porada (Emergency Services Facility Committee): no communication since last meeting
- Matteo (Community Preservation Committee): has not met; next month possibly there will be a meeting
- Matteo (H.E.A.R.T Committee): meeting is scheduled for the end of this month to approve the report that is being sent to the state and all of 4 towns Selectboard's; this should be last meeting for this committee.
- Stearns: n/a
- Campbell: announced that he has been working with Town Administrator about the possibility of creating a position for about 15 hours a week, total salary around \$15,000, for an individual to work for boards that do not have a secretary and take minutes (via voice recorder). Also, this position would create a file for every map/parcel id. This would allow for departments/committees to have one central file location for all information on each parcel (i.e. septic designs, zoning issues, conservations issues)

- **UPDATE REGARDING PVRSD BUDGET**

- Stearns advised that at the last Selectboard meeting the moderator attended to discuss the vote that was taken at Annual Town Meeting regarding the article to create a Regional School District Planning Committee. Moderator will be accepting applications for individuals to participate on this committee. Stearns asked Matteo, since the H.E.A.R.T committee is dissolving, if he would be interested in applying for a position on this new committee. There is no guarantee for a spot on this committee. Campbell recommended a townspeople, Deborah Pottee; believe she would be an excellent representative. There is no recommendation from the FINCOM.

- **ELECTION OF OFFICERS**

- *A motion was made by Porada and seconded by Matteo and VOTED unanimously to nominate Lois Stearns as Chair of the Finance Committee.* Stearns accepted the position
- *A motion was made by Matteo, seconded by Porada and VOTED unanimously to nominate Daniel Campbell as Vice Chair of the Finance Committee.* Campbell accepted the position

- **NEXT MEETING**

- T/B/A
- 4 town meeting September 9th in Bernardston at the Senior Center

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

Meeting adjourned at 6:54 pm

Submitted by:
Bethany Walker
FINCOM Secretary

Approved On: 10-8-19

Approved By: Lois M. Stearns