

PARTICIPATING FINCOM MEMBERS: Lois Stearns, Dan Campbell, Jack Spanbauer, Sue Kaczinski, Bernhard Porada and Tony Matteo (6:37)

ALSO PARTICIPATING IN VIDEO CONFERENCE: Andrea Llamas, Town Administrator, Beth Walker, FINCOM Secretary

As per the Agenda:

“Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, MGL, C30A. s20, and the Governor’s March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Northfield Finance Committee will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town of Northfield’s website, at northfieldma.gov. For this meeting, members of the public who wish to watch the meeting may do so in the following manner: The meeting will be filmed and broadcast in live time by BNCTV, Channel 17 and a link will be posted on the Town’s website at northfieldma.gov. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event we are unable to do so, despite best efforts, we will post on the Town’s website an audio or video recording, or other comprehensive record of proceedings as soon as possible after the meeting.”

The FINCOM meeting was called to order at 6:00 pm by Stearns. Meeting was audio recorded.

• **COMMUNICATIONS**

- Llamas advised that at the last Selectboard meeting, the Annual Town Meeting date was changed to June 29, 2020
- Transfer Request from the Reserve Fund submitted by Llamas. Request in the amount of \$6000 to cover the pay for the Accountant Consultant.
 - *A motion was made by Campbell, seconded by Spanbauer, and **VOTED** unanimously to approve the request for \$6000 from the Reserve Fund for payment for the Accountant Consultant. In Favor Votes: Stearns, Campbell, Kaczinski, Porada and Spanbauer*
 - *A motion was made by Spanbauer, seconded by Kaczinski, and **VOTED** unanimously to allow Daniel Campbell to sign the Reserve Fund Transfer Request (see above). In Favor Votes: Stearns, Campbell, Kaczinski, Porada and Spanbauer*

• **REVIEW AND APPROVAL OF MINUTES**

- The minutes from the May 5, 2020 meeting were reviewed
 - *A motion was made by Spanbauer, seconded by Porada, and **VOTED** unanimously to accept the May 5th, 2020 minutes as presented. ROLL CALL IN FAVOR VOTES: Stearns, Campbell, Porada, Kaczinski and Spanbauer*

• **AMOUNT OF FREE CASH**

- No figure as of yet, per Llamas, but should have it very soon

• **DECISIONS ON RECOMMENDATIONS FOR FY21 BUDGET ITEMS AND FUNDING**

- Reviewed Omnibus
 - Main increase is the Highway and the Board of Health (Nurse Program)
 - Discussion on PVRSD Budget and Assessment
- The Budget Summary that Llamas provided included a 25% reduction of state aide and she also lowered local receipts. COLA’s and Steps not included yet; still working on.

• **DECISIONS ON WHICH ARTICLES TO INCLUDE IN ANNUAL TOWN MEETING VS. THOSE TO INCLUDE IN A LATER SPECIAL TOWN MEETING**

- Discussion on timeline of when Town Meeting would be held and if there should be a second Special Town Meeting at a later time (either immediately following ATM or on a different date all together)
- Discussed which articles are time sensitive and should be considered for the ATM

NORTHFIELD FINANCE COMMITTEE MEETING MINUTES

MAY 12, 2020 6:00 PM

VIDEO CONFERENCE

- Well Article (BOH); NOT RECOMMENDING
- Town Hall security (door locks) there is a grant helping with the cost of this project
- Llamas to speak with Deb Kern at the Dickinson Library about her article request for the door opener, to get additional information; NOT RECOMMENDING at this time.
- FINCOM members agreed to support a revolving fund up to \$10,000 for inspections, Llamas will adjust
- Car Charging Station; the remaining funds from the Town Hall Electrical Upgrade project could support this article
- Discussion on the Right of Way article for the Schell Bridge project; NOT RECOMMENDING at this time. Suggest that Selectboard could remove from Warrant.
- Discussion on putting money into OPEB vs. Stabilization; One or the other or both
- The Community Preservation Articles should be supported as they are already funded, no additional money needed.
- Preston Memorial; NOT RECOMMENDING
- 350th Committee FINCOM supports funds requested
- *A motion was made by Campbell, seconded by Spanbauer, and VOTED unanimously to support all articles except the Well, Library Door Opener, Preston Memorial and the Schell Bridge Right of Way articles. In Favor Votes: Stearns, Campbell, Porada, Kaczinski, Matteo and Spanbauer*
- **DECISIONS ON RECOMMENDATIONS FOR TOWN MEETING WARRANT ARTICLES AND FUNDING**
 - Funding Source Discussion, Free Cash still pending
 - Llamas and Campbell to meet tomorrow to further discuss timeline for Town Meeting; Llamas recommends FINCOM meeting in 2 weeks to discuss finalizing funds
 - Governor is holding a conference on 5/18/2020 to advise of the new opening phases and guideline
 - Llamas is holding a department head meeting on 5/19/2020
 - Selectboard is meeting 5/20/2020 with Moderator and Chair of FINCOM participating.
 - FINCOM to meet 5/26/2020
 - Matteo asked, going back to the discussion of the COLA percentage of 1.6%, could it be brought up to 1.7 (to match the Police Union contract minimum). Llamas didn't know what the exact cost would be to increase it .10%, but thought it to be a couple thousand dollars. Stearns felt there wouldn't be justification to increase it to 1.7% whereas the 1.6% is based on the Social Security increase. No further discussion.
- **REPORTS OF PARTICIPATION IN MUNICIPAL MEETING**
 - Earlier discussion regarding PVRs budget information was because Meisner and Stearns had participated in Videoconference Meeting with PVRSD Superintendent and 4 Chairs of Selectboard's and FINCOM's of PVRs District towns.
- **NEXT MEETING**
 - 5/26/2020 at 6pm via ZOOM (video conference)

A motion was made by Campbell, seconded by Spanbauer and VOTED unanimously to adjourn FINCOM meeting. ROLL CALL IN FAVOR VOTES: Stearns, Campbell, Porada, Matteo, Kaczinski and Spanbauer

Meeting adjourned at 8:27 pm

Submitted by:
Bethany Walker
FINCOM Secretary

Approved On: _____

Approved By: _____