

Board Members Present: Lois Stearns, Tony Matteo, Bernhard Porada, Bonnie L'Etoile and Chad Glover

Also Present: Deb Mero, Town Accountant; Paul Boushell, Interim Town Administrator; and Bethany Walker, FINCOM Secretary

Board Members Absent: Dan Campbell

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

- **BUDGET DISCUSSION**

- Mero had produced a budget which included all requests from all the departments/committees; asked FINCOM members to review to make sure it was correct, and if any errors to let her know
 - It is to be noted that the Pioneer and Franklin County Tech School assessments, as well as the FRCOG assessment and the insurances are NOT included, as figures have not been submitted yet
 - New figures from the COG radio and fees; \$800 increase for each of the departments; Mero has this included.
 - New this year, Maintenance of Historical Markers now has a \$1000 yearly budget as voted by Town at the last Special Town Meeting
- Stearns asked if there were any questions or concerns about any of the departments/committees requests
 - COLA was factored into a few of the department budgets; Mero removed from her report
 - Glover wanted clarification on the Town Hall Elevator and Alarm amount requested of \$12,000. Short discussion; FINCOM recommends changing it to \$10,000. Mero to adjust
 - Porada wanted clarification on the increase to Workman's Compensation; Mero explained that increase is typically 10% each year and it's driven by payroll.
 - Glover wanted clarification on EMS Uniforms; the dollar amount doubled. Mero Explained that the Enterprise Funds are not included in the report that she had created, only Omnibus items are included. FINCOM discussed the increase and agreed it to be a justified increase.
 - Matteo questioned the Town Legal Expense; Boushell explained that each year it is a good rule of thumb to increase the amount.
 - L'Etoile wanted clarification on the Police Salary and Wages. Stearns and Boushell explained that there was a revised budget. Wages should include the contract.
- *A motion was made by L'Etoile, seconded by Matteo and **VOTED** unanimously to approve the omnibus as presented with the understanding of the exception of the special accounts such as the FRCOG, PVRSD, and FCTS assessments, and the Insurances may change once the figures are in.*
- Boushell stated that the Selectboard has not seen this omnibus as of yet, however, they will review it at their next meeting (2/21/17). At this meeting, the Selectboard will also prioritize the Capital Request list and if any, articles, that have been submitted.
- Stearns passed out a Draft "Summary Page" of our Financial Status getting ready for Town Meeting
- Discussion on COLA; 2% suggested by Stearns
 - *A motion was made by Matteo, seconded by Porada and **VOTED** unanimously to set the COLA for FY18 at 2%.*

- **Mail**

- No Transfer Requests
- January Account Balance Sheets from Mero
- Budget Advisory Notice; Highlights from the Meeting. This letter provided the Health Insurance figure of a 9.4% increase. Mero to plug this figure in.

- **Minutes**

- Minutes from the February 6, 2017 meeting were reviewed. *A motion was made by L'Etoile, seconded by Porada and VOTED unanimously to accept the February 6, 2017 meeting minutes as presented.*

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

- Matteo advised that the CPC met and made decisions on (2) projects, as well as took care of some "house-keeping". Still in need of a CONSCOM and Recreation Commission representative.
- Glover stated that he and Kathy Wright (Building Use Committee) met with the CPC to discuss a project involving the front façade of the North Building (at NES). Glover stated that NES also had about (5) capital items that they prioritized in the event the Selectboard does not approve all.
- Stearns attended last Tuesday (2/7/17) the Campus Announcement along with about 7 other members of town departments. The President and Vice-President of the new college spoke. The college is looking to start enrollment of 36 freshmen students in the fall of 2018.

- **Next Meeting (s)**

- FINCOM Meeting 2/27/2017 (no meeting on 2/20 as it is a holiday)

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

Meeting adjourned at 7:34 pm

Submitted by:
Bethany Walker
FINCOM Secretary

Approved On: 2-27-17

Approved By: Lora M. Stearns