

Finance Committee Minutes

October 11, 2017

Present: Roy Lainson, Kimberly Jorge, James Whalen, and Town Accountant Valerie Bernier

Meeting was called to order at 7:05p

Roy Lainson made a motion to approve the 7/13/2017 and 8/30/2017 minutes as written. Kimberly Jorge seconded. James Whalen abstained as he was not present for those meetings. Motion carried. The minutes for the 6/8/17 meeting will be approved in the next meeting.

An update on the purchase of the new Finance Committee laptop was provided by Roy Lainson. Previously, the committee had voted to spend funds from the Finance Committee Expense account, but learned that the computer should be purchased from the IT Expense account, so funds were not moved from the Finance Committee's expense account. Roy will follow up with Ed Boyce regarding the disposal of the old laptop.

A Reserve Fund request was made by the Accountant in the amount of \$3,803 for the purpose of increasing the amount of funds needed to pay an Assistant Accountant. She explained that there is no immediate backup for the job she does and no other town employee would be able to pick it up. It was also noted that neither the Treasurer nor the Tax Collector would be allowed to help, per State law, even if they were willing. The Finance Committee voted to increase the already existing Assistant Accountant account from \$1,117.79 to \$4,920.79. This would allow for the Assistant Accountant to have a pay rate similar to that of the Assistant Treasurer and be able to provide meaningful hours of assistance. The FY19 budget will most likely need to be increased to about \$6,000, however that vote will be made at that time. Roy Lainson made a motion to approve the request for \$3,803. James Whalen seconded the motion. All were in favor.

The upcoming Special Town Meeting will be on November 8th and the Monson Road improvement article was briefly discussed. The Town is looking to take advantage of a \$3,400,000 grant to replace drainage and pave Monson Road. Part of this requires that the Town expend funds for the engineering expenses in the amount of \$340,000. Roy Lainson made a motion to support the article which calls for an expenditure of \$157,000 toward this amount. Kimberly Jorge second the motion, all were in favor. Below is the article that will be voted on during the STM:

To see if the Town will vote to transfer \$157,000.00 from the General Stabilization account for the purpose of planning, engineering, designing repairs and/or alterations to Monson Road, and all costs and expenses incidental and related thereto, or take any other action relative thereto.

Meeting was adjourned at 8:00p.