**Town of Wales**

**Finance Committee Meeting Minutes**

Thursday 2/20/20 @ 5:30 PM

Wales Town Hall

Members attending: Keith Davis(KD), Roy Lainson(RL), Jillian Mustion(JM)

Shanon Grasso(SG) by phone

**Called to order at 5:36PM**

**Old Business**
Review/approve prior meeting minutes: see below

**New Business**

**New Reserve requests – none**

* Approve meeting minutes covering the 2/13/20 meeting. Shannon made a motion to accept which was seconded by Jillian and the motion passed unanimously using phone protocol for voting.
* Discussion was held on upcoming meetings: The finance committee will be meeting on 2/27/20, 3/12/20. Keith will attend the 2/24/20 BOS meeting to appraise them of the current standing of the budget. Members of this committee plan to attend the 3/21/20 budget and breakfast with the BOS. A joint BOS and finance committee meeting will be held on 3/23/20. The annual open budget meeting will be 4/2/20.
* Discussion was held on the ledger reports Keith was able to procure. The committee looked at major over and under accounts.
* Discussion on budget requests was as follows:

School: WES has cut three positions (a custodian, a social worker, and a resource officer) to help with the large increase in funds requested. Keith is contacting Deb Boyd to find out why the state's numbers on school choice differ from the school's numbers.

BOS: Level funded per their request.

Town Clerk: Increase in election costs is due to primary and presidential elections this FY.

Finance Committee: Level funded.

Accountant: Level funded.

Assessor: More detail is needed on the request for Misc. Professional Services. Keith is going to email the department head to request a correctly filled out budget request.

Treasurer: The committee had a few questions on this request so the department head will be emailed to get further information on the Penserve service and to find out how many tax/title properties the office expects to complete in a year.

Tax Collector: Budget request was filled out incorrectly. Committee will ask department head to redo request.

Conservation Committee: There is a stipend increase requested by this committee. The finance committee is seeking clarification with BOS on who authorizes committee stipends, which committees receive them, and who increase requests should go to.

Planning Board: Additional information is required on the expenses increase. The stipend increase will be considered once more information is acquired.

Zoning Board: Level funded.

Fire: Chief's salary is a contract matter with BOS. Deputy Chief's increase denied due to larger than normal increase last FY. The Engineer's increase was approved with the condition that ASE certification be a requirement of the job description. Chief will be emailed to confirm this condition. Some of the additional funds for vehicle maintenance and department expenses were approved. The semi-permanent garage was denied. BOS will be contacted about the requested admin assistant since they approve new town positions.

Tree Warden: Level funded. Discussion was held on when and what services this department conducts.

Inspector: Level funded.

Meeting adjourned: 7:35pm

Reserve balance before meeting: $37,500

Reserve balance after meeting: $37,500