

The Finance Committee convened at 7:00PM, May 30, 2019. Members Present: Steve Klein, Barbara Marchione, Robert Miller, John Pshenishny, Michele Shalaby and Sandra Fusco-Walker.

### **Reorganization of the Committee**

A motion was made, seconded and voted to elect Steve Klein as Chairman of the Finance Committee. A motion was made, seconded and voted to elect Michele Shalaby as Vice-Chair of the Finance Committee.

### **Minutes**

The Committee discussed the need for minutes to be taken at meetings. Ms. Walker volunteered to take the minutes for the present meeting but suggested members might take turns covering the minutes. Member Doug Newman arrived and volunteered to take minutes at future meetings for the Committee.

The Committee then unanimously approved the minutes from its meeting of April 25, 2019.

### **Reserve Fund**

The Committee received two reserve fund requests. The first came from the Transfer Station requesting the amount of \$1904.00 to cover an overage in hours. The additional hours covered time prior to the opening and after the closing of the station to fulfill duties necessary to the management of the transfer station. The Committee voted unanimously to approve the transfer.

The second reserve fund request in the amount of \$3000.00 was for the Tax Title Treasurer account to cover unanticipated legal fees for genealogical title research of delinquent town properties. The Committee voted unanimously to approve the transfer.

### **Compensation Ad Hoc Committee**

The Committee discussed the Board of Selectman's request that a Finance Committee member join a Selectman and Town Administrator on a newly formed Compensation Ad Hoc Committee to review compensation of employees in the surrounding towns and provide a comparative analysis to the Select Board for review. The Committee elected Steve Klein to sit on the Compensation Ad Hoc Committee. It was agreed by all on the Committee that determining compensation for individual town employees is not the Finance Committee's responsibility.

### **Future Planning**

The Committee discussed the following issues and potential for them to be studied and addressed through the next year.

- 1.) Status of uncollected taxes, magnitude, process and length of time it takes for the Town to collect monies owed.
- 2.) Quality and streamlining of budget requests –suggestions included meeting with department heads in the fall prior to budget season, adding data to support

- requests, review timelines for budget submissions and assist department heads to develop their requests.
- 3.) Research avenues for the Committee to access invoices quickly. Presently invoices are only found in the Warrant files.
  - 4.) Research the laws on revenue from cannabis.

Committee agreed to meet once more before the fiscal year end in June and the meeting was adjourned.

Submitted by Sandra Fusco-Walker