

FINANCIAL ADVISORY COMMITTEE MINUTES
JUNE 21, 2017 – 4 PM

MEMBERS PRESENT: PAULO DEOLIVEIRA, CHAIR; LES BAYNES; ROBBIE COAD; JIM CARTER; MORT FEAREY, JR.

OTHERS PRESENT: PIA WEBSTER, WASTEWATER ASSISTANT; DAVID ROSSI, CHIEF; CHARLIE BLAIR, HARBORMASTER; KIM LUCAS, PERSONNEL/HR

MEETING CALLED TO ORDER 4:00 PM.

KIM LUCAS, PERSONNEL/HR WAS PRESENT TO INFORM THE BOARD ABOUT TWO RECENT TRANSFERS FOR THAT DEPARTMENT. ONE IN THE AMOUNT OF \$2,798.50 WAS APPROVED EARLIER FOR PAYMENT TO THE PREVIOUS DEPARTMENT ASSISTANT FOR CONTRACT WORK DONE PRIOR TO HER LEAVING. THE REQUEST FOR \$3,600.00 IS TO COVER A SHORTAGE IN THE ACCOUNT BECAUSE THE NEW ASSISTANT WAS HIRED AT A HIGHER STEP AND WILL COVER PAYROLL FOR THE BALANCE OF THE YEAR. A MOTION WAS MADE, SECONDED AND VOTED TO APPROVE THE TRANSFER OF \$2,798.50 AND \$3,600.00. UNANIMOUS.

PIA WEBSTER, W/W ASSISTANT, WAS PRESENT TO EXPLAIN THE CHAPTER 77, ACTS OF 2006 TRANSFER FOR THE AMOUNT OF \$32,704.68 FROM SALARIES TO EXPENSE. SHE EXPLAINED THAT TWO PEOPLE HAD LEFT EARLIER IN THE YEAR AND THE ONE HIRED WAS AT A LOWER RATE. SHE PRESENTED A HANDOUT TO THE FAC FOR THEIR INSPECTION. IT OUTLINED THE CHARGES AND FUNDS PAID TO THE DEPT. FOR FY17. SHE EXPLAINED THAT AT THE SPECIAL TOWN MEETING A WARRANT ARTICLE FOR IMMEDIATE WORK TO BE DONE WAS NOT SUFFICIENT FOR THE ACTUAL COSTS OF THE PROJECT. AFTER SOME DISCUSSION, A MOTION WAS MADE, SECONDED AND VOTED TO APPROVE THE REQUEST. UNANIMOUS.

ON THE SAME CHAP. 77, ACTS OF 2006 TRANSFER, CHARLIE BLAIR, HM, WAS ASKED ABOUT \$6,000. REQUEST FROM HM EXPENSE TO HM SALARIES. CHARLIE EXPLAINED THAT THE FUNDS WERE FOR THE SUMMER EMPLOYEES NEEDED FOR THE EARLY SEASON AND THAT HE WAS NOT THE RECEIPT OF THE FUNDS, ALTHOUGH HE FELT HE SHOULD BE!

THE BALANCE OF THE REQUESTS WAS APPROVED AS FOLLOWS:

\$1,000.00 FROM TREAS. EXPENSE TO TOWN SHARE BC/BS

\$8,000.00 FROM TREAS. EXPENSE TO TOWN SHARE MEDICARE

\$17,000.00 FROM BD. OF HEALTH EXPENSE TO LEGAL

AND THE ABOVE \$6,000. WASTEWATER SAL. TO EXPENSE AND \$6,000. FROM HM EXPENSE TO HM SALARIES. TOTAL: \$64,704.68. A MOTION WAS MADE, SECONDED AND VOTED TO APPROVE.

DAVID ROSSI, CHIEF, WAS PRESENT TO DISCUSS A CHAPTER 77, ACTS OF 2006 TRANSFER OF \$20,000. FROM SPECIAL OFFICERS' SALARIES TO POLICE EXPENSE. HE DISCUSSED THE ONGOING PROJECT IN FRONT OF THE POLICE STATION AND UPGRADES AND REPAIRS THAT WERE FOUND AND NEEDED ATTENTION. THE BEAUTIFICATION PROJECT WAS COVERED BY A PRIVATE DONATION. ELECTRICAL AND BUILDING REPAIRS WERE NEEDED AS WELL AS INCREASED COSTS TO THE COMPUTER SOFTWARE UPGRADES.

A MOTION WAS MADE, SECONDED AND VOTED TO APPROVE THE TRANSFER OF \$20,000.00. UNANIMOUS.

PAM DOLBY WAS PRESENT TO REQUEST A RESERVE FUND TRANSFER OF \$8,000.00 TO LEGAL. SHE EXPLAINED THAT A LARGER THAN EXPECTED LEGAL BILL IN APRIL WAS RECEIVED IN MAY AND THAT THERE ARE STILL THE REGULAR LEGAL BILLS DUE FOR MAY AND JUNE. THE PRESENT BALANCE AFTER TODAY'S MEETING IN THE FUND IS \$10,003.50. A BALANCE OF \$2,003.50 WILL IS AVAILABLE FOR VARIOUS SMALL YEAR-END TRANSFERS. SHE NOTED SHE MAY NEED THOSE FUNDS, IF NOT ALLOCATED, FOR LEGAL FOR THE LAST FY17 BILL WARRANT. A MOTION WAS MADE, SECONDED AND VOTED TO APPROVE THE TRANSFER OR ADDITIONAL TRANSFER, IF NEEDED. 4 YEAS, 1 ABSTENTION.

DISCUSSION TOOK PLACE REGARDING THE MVCENTER4LIVING BUILDING PROJECT IN VH. A REQUEST WILL BE SENT TO LESLIE CLAPP, DIRECTOR TO GET AN UPDATE ON THE STATUS OF THE PROJECT. (EMAIL WAS SENT ON 6/22/17).

MINUTES FOR THE MAY 17, 2017 MEETING WERE VOTED AND APPROVED.

IN OTHER BUSINESS, THE BOARD ACCEPTED THE RESIGNATION OF THE ASSISTANT TO THE FINCOM. THE POSITION WILL BE ADVERTISED, BUT I WILL REMAIN AVAILABLE TO FINISH FY17 WORK AND TO HELP THE TRANSITION FOR THE NEXT FISCAL YEAR.

ON A PERSONAL NOTE, I WANT TO LET THE VARIOUS FINCOM MEMBERS WHO SERVED OVER THE LAST SEVERAL YEARS, AS WELL AS THE CURRENT MEMBERS FOR MAKING THE JOB VERY INTERESTING AND FOR BEING AVAILABLE WHEN NEEDED. I HAVE ENJOYED WORKING FOR ALL OF YOU VERY MUCH.

THERE BEING NO FURTHER BUSINESS, THE MEETING ADJOURNED AT 5:50 PM.

RESPECTFULLY SUBMITTED,
GAIL AVAKIAN, ASSISTANT