

FINANCIAL ADVISORY COMMITTEE MINUTES
MAY 10, 2016 – 4:30 PM

MEMBERS PRESENT: DONNA LOWELL-BETTENCOURT, MEETING CHAIR; LES BAYNES; JIM CARTER; PAULO DEOLIVEIRA; ROBBIE COAD; STEVE JORDAN; MORT FEAREY, JR.

OTHERS PRESENT: PAM DOLBY, TOWN ADMINISTRATOR; ELAINE GRAVES, PERSONNEL; AKEYAH LUCAS, BUILDING INSPECTOR'S OFFICE; BRICQUE GARBER, HISTORIC DISTRICT.

MEETING CALLED TO ORDER 4:30 PM. A MOTION WAS MADE, SECONDED AND VOTED TO APPROVE MINUTES FROM FEBRUARY 10, 2016. 1 ABSTENTION, 6 APPROVED.

BRICQUE GARBER WAS PRESENT FOR THE HISTORIC DISTRICT TRANSFER REQUEST OF \$316.00. THE AMOUNT IS NEEDED FOR EXPENSES RELATED FOR TRAVEL TO A CONFERENCE. A MOTION WAS MADE, SECONDED AND VOTED TO APPROVE THE REQUEST. UNANIMOUS.

ELAINE GRAVES WAS PRESENT FOR THE PERSONNEL BOARD TRANSFER REQUEST OF \$4,500.00. A PERSONNEL ISSUE IN A DEPARTMENT REQUIRES LEGAL EXPENSES, NOT AVAILABLE IN THE REGULAR EXPENSE BUDGET. A MOTION WAS MADE, SECONDED AND VOTED TO APPROVE THE REQUEST. UNANIMOUS.

AKEYAH LUCAS WAS PRESENT FOR THE BUILDING INSPECTORS' OFFICE WITH A TRANSFER REQUEST FOR \$20,000. FOR THE INSPECTORS' SALARY. INSPECTIONS IN ALL AREAS HAVE INCREASED DRAMATICALLY SINCE MARCH. PRIOR TO SPECIAL TOWN MEETING, SHE BELIEVED SHE HAD ENOUGH IN THE BUDGET TO COVER THROUGH JUNE. HOWEVER, INCREASED BUILDING AND INSPECTIONS WILL OVERDRAW THE ACCOUNT SOON. A MOTION WAS MADE, SECONDED AND VOTED TO APPROVE THE TRANSFER OF \$20,000. UNANIMOUS.

THE BALANCE IN THE RESERVE FUND AFTER THESE TRANSFERS WILL BE \$7,684.00 THROUGH JUNE 30TH. THE FAC AUTHORIZED THE ASSISTANT TO PROCESS ANY TRANSFER REQUESTS UNDER \$1,000. IF NEEDED PRIOR TO THE NEXT MEETING ON JUNE 15, 2016, WITH NOTICE TO ALL MEMBERS BY EMAIL.

THE FAC WILL CALL IN THE CENTER 4 LIVING AND HEALTHY AGING TASK FORCE-FIRST STOP TO DISCUSS BUDGET ITEMS AT THEIR JUNE 15, 2016 MEETING.

THERE BEING NO FURTHER BUSINESS, THE MEETING ADJOURNED AT 5:15 PM.

RESPECTFULLY SUBMITTED,
GAIL AVAKIAN, ASSISTANT