

FINANCE COMMITTEE
Minutes

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Time: 6:00 p.m.
MILLBURY, MASS.

Date: July 10, 2018

Present: Kennedy, O'Connell, Kupcinkas, Cofske

Absent: Noonan, Cooney, Kuphal

Meeting called to order at 6:05 p.m.

Motioned by Kupcinkas, seconded by Kennedy to accept the minutes of June 26, 2018 as written.
Unanimous.

Jeffrey Raymond, Library Trustee and Elizabeth Valero, Library Director, were in to discuss a Reserve Fund Transfer at 6:00p.m.

Kaye Peltier, COA, present at the meeting.

33-B Transfers

Motioned by Kupcinkas, seconded by Kennedy to transfer \$25,200 from Health Insurance Account Number 01.914.5172.00000.0000.560 and \$7,000 from Health Insurance Account Number 01.914.5171.00000.0000.560 to MOB Supplies, Account Number 01.192.5200.00000.0000.500 (\$2,000), Transfer Station Supplies, Account Number 01-430.5400.00000.0000.530 (\$4,000), Animal Control Officer, Account Number 01.292.5400.00000.0000.510 (\$4,700), Medicare, Account Number 01.916.5171.00000.0000.560 (\$21,500). Unanimous.

Reserve Fund Transfer

\$5,000 for Library Expenses

Jen O'Connell: Earlier in the year, all 4 heating units needed to be repaired. We asked them to wait until the end of the fiscal year to ask for the transfer so that it would be a more accurate figure that they were asking for.

Elizabeth Valero: We do get State Aid. Originally we needed a new computer system, then our heating units went. I used the State Aid for the computers and the printers. We have a program geared for children, so we are using the State Aid for this.

Jeffrey Raymond: We are fixing the computer brain with the Free Cash money that was voted on at Town Meeting.

Chris Kennedy: Are you using the Grant money to fix the problems?

Elizabeth Valero: It is to be used at my discretion.

Chris Kennedy: Are you jeopardizing the grants by using them for things that are not eligible?

Jeffrey Raymond: People are asking us to use the State Aid money for things that it is not supposed to be used for. This has been going on for a couple of years.

Elizabeth handed out a detailed expense report for FY2018.

Elizabeth Valero: In reference to the HVAC, we have found a lot of issues caused by the previous contractor.

Chris Kennedy: Going into next year, what would the Town need to add to your budget to continue to keep your accreditation?

Elizabeth Valero: 16% of my budget has to be used for books and materials.

Jeffrey Raymond: We barely made it this year with the cuts made by the Town Manager.

Jen O'Connell: Does the State come in and say that your budget must be X amount of dollars?

Elizabeth Valero: They add the last 3 years together and divide by 3 to get an average, then we have to make sure that the Books and Materials is at least 16% of the budget.

Jeffrey Raymond: We have had to ask for waivers in the past. Our goal is to not have to ask for a waiver. The last thing we want is to ask the Town to give us additional money. The State has been giving out the waivers, but we don't want to risk asking for one and being denied.

Motioned by Kupcinkas, seconded by Kennedy to transfer \$5,000 from the Reserve Fund to the Library, Purchase of Services Account Number 01.610.5200.00000.0000.550. Unanimous.

Jen O'Connell: The Town Manager needs to get people together to work on the Charter. This has to be re-looked at.

Motioned by Kupcinkas, seconded by Kennedy to adjourn at 6:25 p.m. Unanimous.

