

FINANCE COMMITTEE
Minutes

RECEIVED
TOWN CLERK
18 JAN 10 AM 8:06
MILLBURY, MASS
Time: 6:30 p.m.

Date: December 12, 2017

Present: Kupcinkas, Noonan, Cofske, Khalife, O'Connell, Kuphal

Absent: Kennedy

Meeting called to order at 6:35 p.m.

Motioned by Kupcinkas, seconded by Khalife to accept the minutes of September 19, 2017 as written. Unanimous.

Library HVAC

Steve Noonan: Did she receive three quotes?

Jen O'Connell: I don't know if she did. I need to find out if this was the best price or if this part is really an emergency. I am not comfortable using the Reserve Fund for everyday budget items.

Jen O'Connell to respond to the Library concerning the cost of the switch, whether she received 3 quotes and to let them know the definition of the Reserve Fund. The Reserve Fund cannot be used for everyday budgetary items.

Department Heads that the Finance Committee needs to meet with:

- | | | |
|------------------|------------------|------------------------|
| DPW | Library | Animal Control |
| Police | Town Manager | Blackstone Valley Tech |
| Fire | Town Clerk | Sewer Commission |
| Finance Director | Tax Collector | Board of Health |
| School Dept | Council on Aging | Town Planner |
| ASA Waters | | |

Meeting Schedule

Jen O'Connell: We should meet twice a month for the months of January and February, then every week for March and the first couple of weeks in April.

- January 8th and 22nd
- February 12th and 26th

March 5th, 12th, 19th (public hearing) and 26th
April 2nd and 9th

We will also meet on Saturday, March 17th at 8:00 am.

Jen O'Connell: Hopefully, the meetings in March will give us time to vote the budget. We should be done with our hearings with department heads by that time. The Warrant closes on March 30th, which will give us one or two meetings to vote on.

Motioned by O'Connell, seconded by Kupcinskis to adjourn at 7:45 p.m. Unanimous.

