

FINANCE COMMITTEE

Minutes

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17 DEC 13 AM 8:19
MILLBURY, MASS.
Time: 6:30 p.m.

Date: September 19, 2017

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

Absent: Kennedy

Meeting called to order at 6:30 p.m.

Motioned by O'Connell, seconded by Kupcinkas to accept the minutes of June 28, 2017 as written. Unanimous.

Katie McKenna, Finance Director, was in at 6:30 p.m.

Annual Dues of the Finance Committee

Motioned by Kupcinkas, seconded by Noonan to pay the Association of Town Finance Committees \$210.00 from the Finance Committee General Expenses account. Unanimous.

Accounts to keep an eye on throughout FY2018:

Norfolk Agriculture School-\$20,000/ will need transfer

Group Health Insurance Co-Pay/could need a transfer by the end of the year

Interest for Ramshorn/\$25,000

Take a look at Free Cash in the Budget

Jen O'Connell: Are we in an audit now?

Katie McKenna: They are in now. I hope to have it done before I leave. I normally work on setting the tax rate once the audit is done. Budget sheets are usually sent out on December 1st and are due back to the Town Manager by December 31st. I am not sure how that will work this year. You will need to roll over the funds for the roads from FY16 at the next Town Meeting or it will go back to the General Fund and then into Free Cash.

Katie McKenna: There is an interim person for my position until the position is filled.

Jen O'Connell: I am thinking of a combined meeting between the Finance Committee, Board of Selectmen and the School Committee at the start of the budget process. I feel that this is essential in the process.

Katie McKenna: You should have an understanding before the contract negotiations start. You should also look into in-house payroll.

Jen O'Connell The annual meeting for Town Finance Committees is on October 21st in Franklin MA. I will scan the information and send it to everyone.

Motioned by O'Connell, seconded by Noonan to adjourn at 8:30 p.m. Unanimous.

Jen O'Connell
Albert P. Kupcowski
Tom O'Connell

Stephen Noonan
Stephen Noonan
Antony Khalife