

Finance Committee Meeting Minutes
Town Hall ~ July 7, 2016
Sturbridge, MA

Call to Order:

The chair called the meeting to order at 7:00 PM with the following committee members present: Kathleen Neal (KN), James Waddick (JW), Suzanne Smiley (SS), Joni Light (JL), Jared Burns (JB), and Michael Serio (MS).
Absent: Laurance Morrison (LM)
Guest: David Zinther (DZ)

New Business

Reserve Fund Transfer – Fire Department

The fire chief requested \$1,700.00 to cover billings of emergency medical supplies, and parts needed for two vehicles. A second RFT requesting \$202.00 is to fund the electricity for the remainder of FY16 which came in higher due to rate changes. DZ noted that he did ask for additional funding in the budget to cover the increasing cost of emergency medical supplies, new medications and requirements from the state. He also noted that there has been an increase in E911 calls to the department that further depletes the supplies. A new requirement for FY17 is for each ambulance to have oxygen therapy, which includes additional mandatory training. The cost is approximately \$4,000.00 over the current budget as it was not included in the FY17 Fire Department/Safety Complex budget. JL asked if this should go on the STM since it was not included in the FY17 budget approved this past June. KN said it should likely go on the STM in January, 2017, as STM's have historically been scheduled. KN noted that the balance in the Reserve Fund is \$59,040.00, and could cover these costs.

MS moved the motion to transfer \$1,902.00 from the Reserve Fund to the Public Safety Purchase of Services Account (11972-5200); JL seconds. Motion accepted 6-0-0.

Reserve Fund Transfer – Town Administrator

The town administrator requested \$844.64 in advertising costs. The advertising was specifically job postings in the Worcester Telegram primarily for new positions approved in the budget by town meeting for FY17. These costs were not anticipated in the FY16 budget as these positions did not exist. The budget was increased in the FY17 operating budget.

JW moved the motion to transfer \$844.64 from the Reserve Fund to the Town Administrator Purchase of Services Account (11232-52000); MS seconds. Motion accepted 6-0-0.

Review of Meeting Minutes

JW moved the motion to accept the meeting minutes of April 19 as amended; JL seconds. Motion accepted 4-0-2 (SS, JB abstained)

JW moved the motion to accept the meeting minutes of April 28 as amended; JL seconds. Motion accepted 5-0-1 (JB abstained)

JW moved the motion to accept the meeting minutes of June 6 as amended; JL seconds. Motion accepted 5-0-1 (JB abstained)

Reorganization of the Finance Committee

Vote for chair was raised by JL in favor of KN. JW seconds. JW closes the vote. All in favor of closing the

vote, 6-0-0. All in favor of KN as chair, 5-0-1 (KN abstained)

Vote for vice chair was raised by JW in favor of MS. JW closes the vote. All in favor of closing the vote, 6-0-0. All in favor of MS as vice chair, 5-0-1 (MS abstained)

Vote for secretary was raised by JW in favor of JL. JW closes the vote. All in favor of closing the vote, 6-0-0. All in favor of JL as secretary, 5-0-1 (JL abstained)

Old Business

KN said she would review the current liaisons to include JB.

No Public Access

SS moved the motion to adjourn at 8:05pm; JB seconds. Meeting adjourned.

/jml