

FINANCE COMMITTEE MINUTES

Meeting: January 31, 2023

Present: Mary Shaw, Chair; Peter Wade, Vice Chair; Roy Merolli (Remote Participation); Joanna Buffington; Tom Gardner; Russ French; Thomas McNamara
Jacqui Beebe, Town Manager; Rich Bienvenue, Assistant Town Manager/Finance Director; Art Autorino, Select Board Representative (arrived approx. 5:13 pm)

Members Absent: Rick Knight

1. Call to Order

- Mary Shaw called the meeting to order at 5:00 pm. This is an in-person meeting with remote participation via Zoom. The agenda was taken out of order and the meeting began with item 4 – Review of FY 2024 Operating Budget. Returned to address agenda item 2 and 3 at approximately 6:48.

2. Review and vote on Minutes - taken out of order, this item taken up approximately 6:48 pm.

- Motion by Roy Merolli, second by Joanna Buffington to approve the minutes of the 12/14/22 meeting, amended to correct the date, and to note the time of arrival of Art Autorino. Vote: 7-0 to approve.
- Motion by Joanna Buffington, second by Russ French to approve the minutes of the 1/14/2023 meeting. Vote: 7-0 to approve.
- Motion by Joanna Buffington, second by Russ French to approve the minutes of the 1/25/2023 meeting. Vote: 6-0-1 to approve - Thomas McNamara abstained.

3. Nominations and possible vote on designating Clerk

- Mary Shaw nominated Thomas McNamara to be the Clerk for the Finance Committee.
- Motion by Joanna Buffington, seconded by Peter Wade to appoint Thomas McNamara as Clerk. Vote: 7-0 to approve.

4. Review of FY 24 Operating Budget (Selected departments)

- Rich Bienvenue introduced the Community Services budget consisting of several departments. Departments and presenters noted below provided an overview of each budget and responded to member discussion.
 - Council on Aging – Dorothy Burritt, COA Director (via Zoom)
 - Library – Melanie McKenzie, Library Director.
 - Recreation Department– Jacqui Beebe and Rich Bienvenue
 - Health & Environment – Jacqui Beebe and Rich Bienvenue
 - Human Service contracts, including Veterans Services - Jacqui Beebe and Rich Bienvenue

5. Old Business – Mary Shaw updates

- In touch with the Search Committee about working on the Select Board appointment to the FinCom.
- Asked members to forward any questions for upcoming department budget reviews.
- Updated the Committee on her discussion with the Town Manager regarding shared services, including updating of the existing 4 Town MOU and the potential creation of a survey for residents to see what services they would like to share.

6. Town Manager Report and Staff Updates

- The Town Manager’s written update to the Select Board was distributed. No further update.

7. New Business

- Mary Shaw inquired about the status of various projects - the Master Planner update report is to occur in March 2023; the Town just received a draft wastewater report, anticipated to be discussed in February; the Septic Bid for the Town Center Plaza was awarded, and the work is expected to start soon.

8. Adjourn

- Motion by Russ French to adjourn the meeting, 2nd by Roy Merolli. Vote: 7-0. The meeting was adjourned at 7:27 pm.