

CHARLEMONT FINANCE COMMITTEE MEETING – CHARLEMONT TOWN HALL

(Joint Meeting with Charlemont Board of Selectmen)

April 27, 2016

Members Present: Finance Committee – Lynn Hathaway, Amy Wales, Ron Smith, Rich Filoramo;
SelectBoard – Beth Bandy, Toby Gould, Sarah Reynolds

1. The meeting was called to order by the Chair, Amy Wales, at 7:30 p.m.
2. Town Librarian, Andrea Bernard, appeared to discuss the Library trust funds. Some funds have restrictions on their use, others are unrestricted. There are no restrictions on a \$41,000 Trust Fund. Andrea mentioned three major objectives: 1) automate the library, 2) establish a “friends” group, and 3) create a strategic plan that meets the standards of the Massachusetts Board of Library Commissioners (MBLC) and the Massachusetts Library System. The Library can, through the MBLC, apply for a grant starting in 2020. The question is whether or not the Library should use its present funds now, or hold it and combine with a future grant to meet future construction needs. For the Library Capital Improvement Plan, she has short-term needs of a magazine rack, shelves in the children’s room (FY 2019), and a book drop. Toby Gould and Ron Smith agreed to construct a magazine rack over the summer. For the Operating Budget, the library is required to increase its budget each year. The State contributed \$2,000 this year, next year could be less. These funds are now being used for general library purposes, instead of just for books as in previous years.
3. Discussion on Warrant Articles: Finance Committee and SelectBoard reviewed upcoming warrants. Article 8 - \$18,500 now in the Audit Account. Beth Bandy moved that Kathy Reynolds get an estimate for what an audit will cost. Motion seconded by Toby. Motion passed. The Town may want to remove the Article depending on the estimate. It was mentioned that the current fuel monitoring system can be replaced for \$1,000. Toby moved that the \$1,000 cost be divided equally among four departments (\$250 each) and the \$13,000 be removed from the warrant. Beth seconded the motion. Motion passed. The Town is looking for grant money to fund vehicles and other Capital Improvement Plan requests. Departments will need supporting documents for their requests. In the “Town Sign” Article, “Trust Funds” needs to be added. Rich Filoramo moved that the Stabilization fund be used to cover the \$54,000 cost to repair the Mountain Road Bridge. Toby seconded. Motion passed unanimously. The Rooms Tax Article is on hold until reviewed and approved by the SelectBoard, after which time the Finance Committee will vote to approve/disapprove. The total amount of the capital items is \$457,750. Amy Wales moved that all transportation articles, except road repairs, be combined into one article for bonding, for a total of \$376,150, contingent upon an override for capital items. Rich seconded. Motion passed. The SelectBoard moved and passed similar motions, contingent on override. There is \$193,000 in Free Cash, and \$176,000 in Stabilization after the \$54,000 for the bridge is subtracted. There is a need for an article for free cash to cover the Voke excess. The Finance Committee will wait on the SelectBoard for articles to review and recommend or not.
4. Next Finance Committee meeting will be May 14 at 8:30 a.m.

5. The meeting adjourned at 9:30 p.m., but the SelectBoard meeting continued.

Respectfully submitted,

Ronald Smith

Documents distributed:

- 2016 Warrant Articles
- Charlemont Long Range Planning Capital Expense Sheet
- FY 2017 Budget Worksheet

This document is a draft until approved and signed by the Finance Committee