

**Shutesbury Finance Committee Minutes**  
**Thursday, August 16, 2018 – Town Hall, 7pm**

**Members Present:** Eric Stocker, , Weezie Houle, Bob Groves, George Arvanitis Jim Walton and Jim Hemingway, Rita Farrell **Members Absent:** none **Non-Members present:** Becky Torres

- 1) Approve minutes from July 12, 2018 as amended.
- 2) Appoint FY 19 Reps to Committee
  - a) Motion passed unanimously to appoint Jim Walton as the Fin Comm rep to the Personnel Board.
  - b) Motion passed unanimously to appoint Jim Walton and Bob Groves as the Fin Comm rep to the Capital Planning Committee.
  - c) Motion passed unanimously to appoint Rita Farrell to the Community Preservation Committee rep to the Capital Planning Committee.
- 3) Committee Reports
  - a) Broadband Report – Jim H. – Bids for the ISP and Network Operations have to be redone. There was a procedural problem and they are being re-advertised and re-bid. They are due on the 5<sup>th</sup> of Sept. and chosen by October 31<sup>st</sup>. The construction bid is due September 4<sup>th</sup>. Discussion regarding the details of the contract regarding the cost of the police detail and a flagger.
  - b) Personnel Board – Becky / Jim Walton – At the last meeting the committee reviewed job description schedule, the grading system schedule. Discussed the Personnel Classification Rating System levels.
  - c) Buildings Committee – Bob Groves – Monsoon leaking at the school following the repair. They came back two more times. An expert roofing guy, Tom Ewing, from Ewing Associates is consulting with us on the issues. Tom suggested that we do the gym roof immediately and try to get a grant for the other part a little later. Bob would like to get the numbers for both a state grant and non-state grant.
  - d) Capital Planning – Jim W & Bob G. – Nothing now. They will be meeting in September.
  - e) SES Committee – Weezie – Make sure there is a backup for School Committee Rep if Weezie can't go. George or Eric will cover for Weezie at the October meeting.
  - f) CPC – Rita – CPC has not met since town meeting. They usually meet September to June. Bob shared his plans to move a CPC proposal for the Old Town Hall. Rita mentioned that using CPA money for Historical Preservation has to follow National Park National Historical guidelines. There are three categories, Community Housing, Open Space and Recreation, and Historical Preservation. CPA is about asset creation and not maintenance.
- 4) Review Expenses FY19
- 5) Set up Next few meeting schedule.
- 6) Review Joe Marcarian recommendations
  - a) He added formatting changes
  - b) 5 Year projection
  - c) Format for Town Meeting
- 7) Gabe Volker has resigned and there is a hiring committee to replace her. People have applied.
- 8) Meeting adjourned 8:35pm
- 9) Future Meeting Schedule:
  - a) Tuesday, September 11, 2018, 7pm, Agenda: Markarian's reports, bring a PC; Review Dept. letter: Include a deadline of end of Oct for capital and budget request submissions. Weezie will bring a proposed Dept. schedule.
  - b) Thursday, September 27, 2018, 7pm
  - c) Tuesday, October 9, 2018, 7pm