

Shutesbury Finance Committee Minutes
Thursday, October 12, 2017 - Shutesbury Town Hall, 7pm

Members Present: George Arvanitis, Eric Stocker, Bob Groves, Jim Hemingway, Weezie Houle and Jim Walton **Members Absent:** Elaine Puleo **Non-Members present:** Becky Torres, Melissa Makepeace-O'Neil, Mike Vinsky, Bob Wells,

- 1) Approve minutes from September 26, 2017 as amended.
- 2) Reviewed EOY (FY17) FINAL Expense Report
 - a) Unspent funds amount to \$414,273.44. \$170K will be carried forward and the rest approximately \$240,000 will go to Free Cash.
 - b) Gail has sent our Free Cash off to DOR. We will not hear back until mid-November.
- 3) Reviewed YTD (FY18) Expense Reports
 - a) Unemployment is going to be overspent
 - b) Legal is going to be overspent
 - c) The auditor line is holding funds that can be used for future audits, and possibly other items. There is approximately \$41,000 in that line item.
- 4) Discuss and edit annual letter to go out to Departments/Committees re: Budget Requests.
- 5) Future meeting date schedule (meet with whom on what date)
- 6) Discuss rewriting by-laws with respect to Building Committee, Finance Committee, and Capital Planning Committee.
- 7) Committee Reports
 - a) Capital Planning Committee – Jim – They discussed the process and reviewed the forms that Joe suggested.
 - b) Weezie will continue as the rep to the Regional Capital Planning Cokmmittee.
 - c) Regional Assessment Committee – Met with the Consultant, important variables, measure wealth and cost to the region. They all agreed on the data sources for the wealth assessment. They were presented with four methods. The presentation with charts and graphs. They ranked them using 6 criteria.
- 8) Set dates for future meetings:
 - a) Thursday, October 26, 2017, Select Board,
 - b) Thursday, November 9, 2017, Highway, Regional Assessment
 - c) Thursday, November 30, 2017, Capital Planning, Four Town Planning
 - d) Saturday, December 2 or 9, Four Town Meeting, Amherst Middle School
 - e) Thursday, December 14, 2017, Fire Dept, Library
 - f) Thursday, December 28, 2017,
 - g) Tuesday, January 9, 2018, Select Board, School Committee
 - h) Tuesday, January 16, 2018, Treasurer, Town Collector, Accountant
 - i) Thursday, January 25, 2018, Police,
 - j) Thursday, February 8, 2018, Broadband,
 - k) Thursday, February 22, 2018, Assessor, Capital Planning
 - l) Thursday, March 8, 2018, Select Board, Personnel Committee
 - m) Thursday, March 22, 2018
 - n) Thursday, April 12, 2018
 - o) Thursday, April 26, 2018
 - p) Saturday, May 5, 2018, Town Meeting
- 9) New Business
- 10) Meeting adjourned 9:00pm