

Minutes

Finance Committee

January 13, 2022

Meeting called to order at 7:01 PM by Jim Sullivan

Present by ZOOM Meeting: Jim Sullivan, Edward Bean, Dennis Hogan, Don Ravenelle, Brian Cusack, Dan Sherman, Bill Boodry, Aimee Forsythe, Doug Butler, Evan Kenney, Stefan Chase, Tarae Howell, Zachary Sletterink and David Mastroianni.

Absent: Joe Bertrand

Also, in Attendance: Town Accountant Kevin Gill

- 1) Public Participation:
No one from the public offered any comments
- 2) Motion to approve the minutes of the October 12th, 2021, Tri-Board Meeting by Dan Sherman, seconded by Doug Butler and so voted.
- 3) Motion to approve the minutes of the October 28th, 2021 Finance Committee meeting by Evan Kenney, seconded by Dan Sherman and so voted.
- 4) Dan Sherman gave an update on the 2023 forecast and indicated not much has changes since the last update provided to the committee. Things are on track and are in line with the projections.
- 5) Evan Kenney provided comments on behalf of the Finance Committee Town Hall subcommittee review. The budgets presented were relatively uneventful and what they expected to see. Tarae Howell had some discussion on the legal department overrun on the why and what it was for.
- 6) The following Fiscal Year 2023 budgets were presented by Kevin Gill and discussed by the committee:
 - a. Budget 2 – Accounting Department
 - b. Budget 5 – Legal Department
 - c. Budget 7 – Tax Department
 - d. Budget 8 – Assessing Department
 - e. Budget 9 – Clerk Department
 - f. Budget 10 – Election and Registration
 - g. Budget 11 – Election Expense
 - h. Budget 12 – Finance Committee
 - i. Budget 13 – Conservation Department
 - j. Budget 14 – Planning Department

- k. Budget 15 – Board of Appeals
- l. Budget 25 – Council on Aging

During the review and discussion on these budgets there were several questions on staff pay increases and how they are determined, noting a lack of consistency between departments. The chair has requested more information from the Town Administrator Stephen Maio. Other comments noted the additional election for Town Council was a waste of money.

7) Committee Comments:

- i) Stefan Chase requested that a meeting be set up to review the methodology on “charge backs” between departments for services. The chair to follow up with Stephen Maio.
- ii) Brian Cusack spoke about the IT subcommittee and the need to discuss cyber security but doing it the right way to keep it confidential. He will follow up with Town Counsel for guidance.
- iii) Chairman Sullivan stated that subcommittee should be scheduling review sessions with their teams and department heads.

- 8) Motion to adjourn at 8:25 PM by Evan Kenney seconded by Dennis Hogan and so voted unanimously.