

CHARLEMONT TOWN HALL

Minutes of the Finance Committee, SelectBoard and Capital Planning Committee Conference Call Joint Meeting

April 18, 2020

Present: Amy Wales, Rich Filoramo, Lynn Hathaway, Ron Smith, Marguerite Willis, Jay Healy, Sarah Reynolds, and Frank Mooney

1. The meeting was called to order at 8:16 a.m. by Rich Filoramo.
2. There was a discussion on Capital items. Rich led off by going through the items on the CPC spreadsheet:
 - a. \$40,000 was allocated for Infrastructure costs. But Sarah Reynolds stated that there should be another separate listing of \$20,000 for Bridge Repairs. That amount was added to the list.
 - b. Light replacements on the Long Bridge: \$10,000 needs to be spent for new lights. Marguerite asked that since the bridge is scheduled to be replaced, could new lights be installed then instead of now. Sarah pointed out that it will be "several years" until the bridge is replaced, and for safety reasons, they should be replaced now. Ron Smith asked for Tracy if there was enough money in the present Highway budget to cover the replacement cost. The answer was "no".
 - c. 2002 Grader Repairs and Tires: Gordon Hathaway was able to join the conference call, and he stated a new truck replacement, not yet on the CPC list, is more of a priority than the grader. Marguerite moved for the SelectBoard to change the Capital Infrastructure amount from \$40,000 to \$20,000, and keeping the Bridge Repairs at \$20,000. After much discussion on the issue, there was no second, so the motion failed. The CPC moved to move the \$25,000 for the grader from FY2021 to FY2022. The motion was seconded and passed. The CPC moved to add an amount up to \$100,000 to FY 2021 for a new or used truck replacement for the Highway Dept. The motion was seconded and passed.
 - d. Radios: there was much discussion as to whether we should get the "free" radios, as requested by Ambulance, or the radios proposed by the Fire Department at a total cost of \$20,000, including installation. Until we get more information it was agreed to not go with the more costly option at this time. Therefore, the CPC moved to remove the line item of \$20,000 from the Capital list. The motion was seconded and passed.
 - e. Skid for utility: we need more information from Dennis as to if it's needed for next FY. Agreed to put on hold for now.
 - f. Ambulance: \$270,000 requested. We've applied for a grant, but we may not know the results until September. Marguerite stated that in her opinion it's extremely important for us to fund \$40,000 for on-call EMT's, and is actually more important than buying a new ambulance. The Finance Committee moved and seconded to put the ambulance funding on the ballot and ask to borrow with debt exclusion. The motion passed.
 - g. Town Hall work: the SelectBoard feels work on first floor could be put off for another year. Ron Smith, for the CPC, moved that the \$12,500 for the Town Hall work be moved to FY 2022. Frank Mooney seconded. Motion passed.

- h. Funding capital items: Amy Wales feels that we may only need to put the Ambulance on the ballot for borrowing and debt exclusion. The remaining current balance, \$187,000, she feels, could be funded between Free Cash and Stabilization. Between the two accounts we have over \$400,000 we could use.
3. Omnibus Budget discussion: Marguerite wants \$40,000 for EMT staffing. The total budget, as presently shown, would mean a tax rate increase of \$3.21. This is obviously not acceptable. The committees then went over the entire budget by departments, to see where any savings could be made. One item was to remove the purchase of Town trash bags (0.00), as there is enough money in this year's budget to purchase enough bags to last another year. The SelectBoard moved, seconded and passed a motion to do so. Other changes:
 - a. page 2 line 33...Town Hall Heating Oil request was changed from \$5,000 to \$4,000.
 - b. page 5 line 67...Fire Dept Other Salary request was changed from \$30,704 to \$15917.14 (\$15,728.40 plus 1.2%), a \$188.74 increase.
 - c. page 5 line 71 EMT On-Call Salaries request was reduced from \$40,000 to \$30,000.
 - d. page 6 line 82...Town Garage Heat request was lowered from \$5,966.32 to \$4,966.00.
 - e. the Town Administrator's Salary was zeroed out.
 - f. Carlene's position was changed to Secretary to the Assessors and Finance Committee, and Secretary to the Boards will be a new hire.
 - g. Kathy Reynolds will be 40 hours/week.
 - h. there will be a new line for the Grant Writer.
 - i. The Finance Committee moved to not recommend the proposed assessments of the Hawlemont and Mohawk School Committees. The motion was seconded and passed.
4. The SelectBoard moved and seconded a motion to move the Annual Town Meeting to June 30, 2020. The motion passed.
5. The meeting was adjourned at 10:54 a.m.

Respectfully submitted,

Ronald Smith

Documents viewed:

Capital Planning Committee spread sheet
FY 2021 Budget Worksheet, 4th Draft

This document is a draft until approved by the Finance Committee.