

CHARLEMONT FINANCE COMMITTEE MEETING – CHARLEMONT TOWN HALL

(Joint Meeting with Charlemont SelectBoard)

March 28, 2018

Members Present: Finance Committee – Amy Wales, Lynn Hathaway, Rich Filoramo, Vaughn Tower, Ron Smith; SelectBoard - Sarah Reynolds, Marguerite Willis, Beth Bandy

Also in attendance: Peg Dean, Town Administrator, Kathy Reynolds, Town Clerk

1. The meeting was called to order at 7:00 p.m. by Rich Filoramo.
2. The minutes of the March 21, 2018 meeting were reviewed and approved.
3. The proposed Town Meeting Articles were distributed and reviewed. Amy Wales suggested that all Capital Items be considered as “debt exclusion”. Amy moved to recommend that the Capital Items be funded and sent to the SelectBoard. Motion was seconded by Rich Filoramo and was passed. Amy Moved to recommend that the ballot measures and warrant articles be written so that they can be funded from debt exclusion. Ron Smith seconded. Motion passed.
4. SAFER Grant: the Governor signed a bill requiring that all towns be OSHA compliant. It was agreed to postpone discussion to a later date. **Action:** On a motion from Sarah Reynolds, 2ndd by Beth Bandy, the Select Board voted to postpone applying for the Staffing for Adequate Fire and Emergency Response grant. Voted unanimously; Beth Bandy – yes, Sarah Reynolds – yes, Marguerite Willis – yes.
5. Fuel was discussed. **Action:** Marguerite Willis moved to accept Gordan’s recommendation for 2,300 gallons of gasoline and no diesel fuel bid, 2ndd by Sarah Reynolds. We just started the FY18 fuel contract which commits the Town to 10,000 gallons of diesel at \$2.16. The Committees recommended appropriating in the Town Fuel budget line item for 9,000 gallons diesel and 2,300 gallons gas at the current rate +.05. Voted unanimously; Beth Bandy – yes, Sarah Reynolds – yes, Marguerite Willis – yes.
6. Updating Financial Policies: Marguerite distributed a handout, but she wants more time to work on it. It was agreed to discuss this at the next meeting.
7. The Planning Board submitted a proposed warrant article for the May ATM. Marguerite said she will find out more about it.
8. **Action:** On a motion from Beth Bandy, 2ndd by Marguerite Willis, the Select Board voted to have Beth Bandy draft a letter to the Executive Office of Housing and Economic Development to request guidelines for overages and to reach out to Charlemont’s legislators. Voted unanimously; Beth Bandy – yes, Sarah Reynolds – yes, Marguerite Willis – yes.
9. The next Joint Meeting is scheduled for May 2, 2018 at 7:00 p.m.
10. The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Ronald Smith

Documents viewed:

FY19 ATM Articles the Town anticipates receiving

Planning Board Revolving Fund Warrant Article proposal

FY19 Town Budget proposal

Fuel Use Report

Department Receipts/Turnovers procedures

Payment of Invoices/Collection of Funds procedures

Town of Charlemont Expense Control Report – Expenditure Ledger

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