Finance and Warrant Committee Remote Meeting Minutes

6/29/2020

John Heffernan, Michael Leahy, Michelle Persson Reilly, Kevin Preston, Marty Lindemann and David Roberts presents.

Mr. Preston called the meeting to order at 6:05. He requested that Town Manager Leon Goodwin schedule a joint meeting with the selectboard to update the committee on the Public Safety building. He gave the opportunity for public comment.

Mr. Goodwin introduced interim finance director Shawn McGoldrick. Mr. Goodwin presented the committee with their alternative year end transfer requests. The first is $9,400.00 from Fire Superior Officers to Central Purchasing: Postage. The second is $9940.00 from the veteran services officer to tax and utility data processing. The third is $604.18 from nonclerical/support transferred to snow & ice. The fourth request is a series of transfers within the parks & recreation department budget to cover personnel typically covered by revolving funds. The total of the fourth is $52,500.

Mr. Lindemann asked if these transfers general correspond to a person, and why these costs were not properly covered within their normal budget. Mr. McGoldrick explained that the majority of these transfers are costs that are normally covered by revolving funds. He clarified that as year-end line item transfers; these do not increase the net parks & recreation budget.

Mr. McGoldrick explained that a large about of money was paid back out of the revolving fund in refunds.

Mr. Lindemann requested that the Finance and Warrant committee be shown more detail in the changes from last year’s budget because of the major changes to both revenue and seasonal expenses.

Mr. Goodwin explained that the 1/12 budget has them spending into a deficit based on last year’s budget with the goal of squaring things away when the budgeting cycle resumes.

Mr. Lindemann asked about the savings due to the reduction in seasonal hires. Mr. Goodwin explained that many seasonal programs are revenue neutral, but others are not. Mr. McGoldrick agreed to present on that topic in person at the next meeting.

Mr. Heffernan asked if the 1/12 budget was only exceeded due to salary increases, or if it was exceeded by any new expenses. Mr. Goodwin answered no; there are no new projects in there.

Ms. Persson Reilly asked what they could expect at their next meeting. Mr. Goodwin explained that they have prepared a new budget presentation and will want to plan several additional meetings.

Mr. Preston suggested the committee focus on scheduling for Tuesday, Wednesday, and Thursday. The committee discussed scheduling.

Mr. Heffernan asked when the committee could expect the material for review.

Mr. Heffernan motioned to approve the 4 line item transfers that they reviewed. Mr. Lindemann seconded. Mr. Roberts voted yes. Mr. Heffernan yes. Ms. Persson Reilly voted yes Mr. Lindemann voted yes, Mr. Preston voted yes, and Mr. Leahy voted yes. The motion was unanimously approved.

Mr. Roberts asked about the budget information distribution process. Mr. Goodwin answered that it would happen as soon as possible. Mr. Lindemann asked if they could ensure any discussions occurring over email were properly CCed to the committee.

Mr. Lindemann motioned to adjourn. Ms. Persson Reilly seconded. The committee unanimously voted to adjourn. The meeting was adjourned at 6:31.