BOARD OF FINANCE
TOWN HALL ROSE ROOM
AUGUST 19, 2019
MINUTES

Present: J. Adler, A. Maklari, T. Hollinger, K. Carr, J. Scully Welch, Melanie Yanus and

     O. Nejdl

Absent: D. Onofrio

Also present: Sue Cunningham, Finance Director

O. Nejdl called the meeting to order at 6:00 pm. Everyone stood for the pledge of allegiance.

T. Hollinger made a motion, seconded by J. Adler to seat M. Yanus for D. Onofrio. The motion was unanimously approved.

APPROVAL OF MINUTES – JULY 15, 2019 & AUGUST 12, 2019

T. Hollinger made a motion, seconded by J. Scully Welch to approve the minutes from July 15, 2019 and August 12, 2019. The motion was unanimously approved with one abstention from M. Yanus for the August 12, 2019 minutes.

CORRESPONDENCE

The board did not receive any correspondences.

VISITOR AND PUBLIC COMMENTS

There was no public comment.

FINANCE DIRECTOR'S REPORT AND LINE ITEM TRANSFER REQUESTS

S. Cunningham presented the fy2019 final transfers to the board for approval. All of remaining invoices were processed last week. O. Nejdl stated that a key area for the new town council will be to review all legal services for the town.

J. Scully Welch made a motion, seconded by J. Adler to approve the Police Department Line Item Transfer Request for fy2018-2019 to increase prisoner costs by $193.58 and decrease uniform allowance 014201 by $46.00, uniform allowance 014221 $132.00 and training by $15.58. The motion was unanimously approved.

T. Hollinger made a motion, seconded by J. Adler to approve all line item transfers as presented by the Finance Director for fy 2018/2019 totaling $54,478.57 and send the line item transfer under general government totaling $20,658.00 to a town meeting. The motion was unanimously approved.

INFO TECHNOLOGY				Transfer To	Transfer From
01	4143	54304	IT/TECHNOLOGY MAINTENANC	1,235.07	
01	4143	57400	INFRAS		1,235.07

				Transfer To	Transfer From
TOWN CLERK				**Transfer To**	**Transfer From**
01	4147	57350	TECHNOLOGY SOFTWARE	81.00	
01	4147	58110	MISC EXPENDITURES		81.00
PLANNING & ZONING				**Transfer To**	**Transfer From**
01	4153	53010	LEGAL SERVICES	2,608.00	
01	4153	53400	OTHER PROF SERVICES	16,378.50	
01	4153	51310	SALARIES-FULL TIME		18,986.50
GENERAL GOV'T ADMIN				**Transfer To**	**Transfer From**
01	4197	58088	HAZARDOUS WASTE SITE	564.00	
01	4199	57400	INFRASTRUCTURE		564.00
01	4197	58200	JUDGEMENTS	259.00	
01	4197	58087	CONSERVATION COMMISSION		259.00
GENERAL GOV'T OTHER				**Transfer To**	**Transfer From**
01	4199	52900	TRAVEL EXPENSE	246.00	
01	4199	53010	LEGAL SERVICES	19,625.00	
01	4199	56220	ELECTRICITY	787.00	
01	4199	56221	HEAT/WATER		14,228.00
01	4199	57400	INFRAS		6,430.00
				20,658.00	20,658.00
PUBLIC WORKS				**Transfer To**	**Transfer From**
01	4301	54900	LANDFILL COST	690.00	
01	4301	54318	EQUIPMENT MAINTENANCE AL		690.00
STREET LIGHTING					
01	4311	56275	STREET LIGHTING	2,229.00	
01	4301	54300	REPAIRS & MAINTENANCE		2,229.00

				Transfer To	Transfer From
PARKS & RECREATION				**Transfer To**	**Transfer From**
01	4505	51310	SALARIES-FULL TIME	1,556.00	
01	4505	51320	SALARIES - PART TIME		1,556.00
FRINGE BENEFITS				**Transfer To**	**Transfer From**
01	5100	52200	EMPLOYER SOC SEC CONTRIB	5,394.00	
01	5100	52830	PENSION PLAN - FIRE DEPT	2,826.00	
01	5100	52700	WORKERS' COMPENSATION		8,220.00
			Total Transfers	**54,478.57**	**54,478.57**

S. Cunningham reviewed the financial reports with the board.

The board congratulated S. Cunningham and the Finance Office for receiving the Achievement for Excellence in Financial Reporting for the report filed 6/30/18 by the Government Financial Officers Association (GFOA).

COMMITTEE/LIAISON REPORTS

Several board members provided updates on various boards/commission.

OLD BUSINESS/NEW BUSINESS

Nothing was discussed by the board.

ADJOURN

J. Scully Welch made a motion, seconded by J. Adler and unanimously adjourned the meeting at 6:40 PM.

Respectfully submitted,

Mary Schettino