

Sandisfield Finance Committee Meeting Minutes
Time: Apr 20, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81309058290?pwd=NkpBOTdNRHBNUitFL1Fyem5PK1JXZz09>

Meeting ID: 813 0905 8290

Passcode: 999052

One tap mobile

+13017158592,,81309058290#,,,,*999052# US (Washington DC)

+13126266799,,81309058290#,,,,*999052# US (Chicago)

Meeting ID: 813 0905 8290

Passcode: 999052

Meeting commenced at 7:03pm

Attending via Zoom:

Roger Brown

Larry Dwyer

Calvin Rodman

Myles Reynolds

- 1) Reviewed and approved April 1, 2022 Meeting Minutes
- 2) Reviewed and unanimously approved Reserve Fund Transfers of/to:
 - a. \$72.58 account 90195.00
 - b. \$185.47 account 90195.00
 - c. \$53.97 account 90195.00
 - d. \$7952.15 account 90195.25
 - e. \$1446.99 account 90195.00
 - f. \$79.48 account 90195.00
- 3) Reviewed preliminary FY2023 Budget with the following questions, comments and initial recommendations to the Town (in the order of discussion)
 - a. The Finance Committee requests written documentation (a "Memorandum of Understanding") from the appropriate parties to the Broadband "Contribution and Assessment Agreement" confirming that, regardless of what date Charter certifies "Final Completion", assessments described in the agreement would not begin until earliest FY2024. Further that Aggregate Assessment Reduction payment could be made after the start of FY2023 assuming "Final Completion" was certified before the close of FY2023.
 - b. Town Clerk Salaries: Town Clerk, Assistant Town Clerk and Election Work salaries for FY23 budget are a \$23,326 or 79% increase over that paid in FY21, which was

- a Presidential election year, for similar resources. How much of this increase is a change in employee salaries, staffing level or process?
- c. Vehicle Fuel Account: Is there tracking that would allow for allocation of fuel to departments so a more complete cost of those departments could be developed?
 - d. Recreation Committee: What is the Recreation Committee's plan for spending the near 100% increase over prior year's budget and actual?
 - e. Historical Commission: The Finance Committee does not support the \$2500 FY23 proposed expense without:
 - i. A review by the Select Board of why the expense is needed/desirable and should be funded in FY23
 - ii. An assessment of the on-going maintenance requirement for the proposed installation.
 - f. Tree Account: This account has increased from \$29,088 FY21 actual to \$38,100 FY22 Budget to \$41,500 proposed in FY23.
 - i. Is there an established plan for how FY23 budget will be spent?
 - ii. Given the increased request; are there any concerns that the Town would struggle to spend all the requested money (due contention on management resources, for instance)?
 - g. Mowing: This account increased from \$6607 FY21 actual to \$9707 FY22 budget to \$17,000 FY23 proposed. What is driving the increase?
 - i. Rate
 - ii. Change in scope of mowing
 - h. The Finance Committee needs the proposal of how the Town will stay within the Levy Limit and how much Free Cash will be used lower raise/appropriation prior to completing recommendations. A Levy Ceiling of \$3,538,785 was provided in mid-March and the proposed budget is \$116,550 over that ceiling at \$3,655,3335.
 - i. Article 5 & 6: If the Highway Department will be purchasing a new grader and roller in FY23, the Equipment Maintenance should be reduced and not increased (as repairs on faulty equipment should be less). The Finance Committee would not be comfortable with a proposed expense above the FY22 budget level.
 - j. Article 6: The Finance Committee initially does not support financing/borrowing for the purchase of the soil compactor (roller) pending clarification of post-levy limit reduction Free Cash.
 - k. Article 7: The Finance Committee requests the details on the scope and expense development of the requested engineering work expense.
 - l. Article 9: The Finance Committee would like to understand how the Town will benefit from engaging an executive recruiting firm for the Town Manager position.
 - m. Article 10: In FY19 \$14,069, FY2020 \$8150 and FY21 \$4900 was spent for Assessment Certification (Operating Expense) and TriCert, if any and in FY22 \$10,500 was budgeted. The proposal for FY23 is \$20,000, \$10,000 in Assessment

Certification as Operating Expense and \$10,000 in Tri-certification. What is driving the substantial increase?

- i. Is the Town real estate “tri-cert-ed” once every three years or is there a portion (1/3) of the recertifications completed every year?
- ii. The peak year expenses are in FY19, which was still 30% lower than the FY23 request. If the tri-cert is completed every three years, FY22 would be the “peak” third year and not FY23.

Meeting adjourned at 10:01pm

Approved at the April 26, 2022 (Zoom) Meeting by:

Roger Brown

Myles Reynolds

Calvin Rodman

Larry Dwyer