

Town of Sandisfield
Finance Committee Meeting

Date: June 4, 2018

Location: Town Hall Annex, 66 Sandisfield Road

The meeting was called to order at 6:06 PM

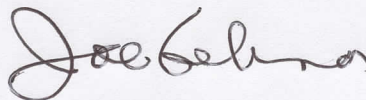
Members Present: Joe Gelinas, Kathy Jacobs, Bogart Muller, David Hubbard (arrived at 6:40)

Members Absent: Roger Brown, Fred Ventresco (ex-Officio Committee Member)

- 1 Approved minutes for meeting held on May 5, 2018.
2. Approved Warrant for \$39 11 for payment to Joe Gelinas for mileage to attend a meeting of the Association of Town Finance Committees.
3. Discussed and voted to approve the year-end appropriation transfer of \$15,000 from the DPW Machinery & Maintenance account to the DPW Highway & Bridges account. The FINCOM went on record that all such requests in the future must be accompanied by an explanation of how the transfer amount was calculated, for what and where the funds will be used, and a statement that the amount being transferred is sufficient for the remainder of the fiscal year
4. Discussed, amended, and then approved the amended year-end appropriation transfer policy
5. Agreed to meet soon (June/early July) with the Select Board to discuss and agree on a process for preparing the FY20 operating budget.
6. Discussed with Dawn Lemon the Town Accountant the new process for submitting and approving AP Warrants. All such warrants must now have proper supporting documentation or they will not be approved by the Select Board and will be returned to the originator The FINCOM enthusiastically endorsed this change and agreed to express that support at the Select Board meeting.
- 7 Adjournment: 7:00 PM

Respectfully submitted

Joe Gelinas, Finance Committee Chair



Roger Brown, Finance Committee Member

David Hubbard, Finance Committee Member



Kathy Jacobs, Finance Committee Member

Bogart Muller, Finance Committee Member

Two handwritten signatures in dark ink. The top signature is cursive and appears to read 'K. Jacobs'. The bottom signature is also cursive and appears to read 'Bogart Muller'.