

**Town of Sandisfield**  
**Finance Committee Working Session**

**Date: February 9, 2019**

**Location: Town Hall Annex, 66 Sandisfield Road**

Members Present: Alex Bowman, Roger Brown, Joe Gelinas, Kathy Jacobs, Bogart Muller, Fred Ventresco (ex-Officio Committee Member).

Members Absent: None

1. The meeting was called to order at 9:01 AM.
2. Joe moved and Bogart seconded to approve the minutes of the January 30, 2019 working session. Approved 5-0.
3. The committee reviewed and discussed the FY20 Farmington River Regional School District budget proposal. Of note is an 8.82% (\$127,392) increase in Sandisfield's assessment, substantially due to an increase in Sandisfield's enrollment from 92 students in FY19 to 97 students in FY20. Several questions were raised and will be directed to Eric Jesner, the School's business manager.
  - a. The committee agreed to ask the district for an enrollment list to confirm the number of Sandisfield students.
  - b. The committee will inquire whether there are options to mitigate Sandisfield's assessment increase (e.g. by reducing capital improvement funds or via offset from the district's Excess & Deficiency Fund).
4. The committee reviewed and discussed the Select Board's answers to questions on the FY20 operational budget request in the General Government Administration category.
  - a. The committee had outstanding questions or comments as follows:

MODERATOR EXPENSE	The committee unanimously recommends increasing this line item to \$100 and will discuss with the Select Board at a future joint meeting
TOWN CLERK SALARY	Fred will ask the Town Clerk to provide the job description for the Assistant Town Clerk
TOWN CLERK EXPENSES	Fred will ask the Town Clerk to include FY18 expenses with the department's FY20 budget request

- b. The committee discussed municipalities where Town Clerk is an appointed position and not an elected position. Kyle Lawrence (FINCOM secretary) will research similar towns and report findings to the committee.

5. The committee discussed the FY20 operational budget requests in the General Government Finance Category as follows:

ASSESSOR SALARY	OK
ASSESSOR EXPENSE***	OK
ASSESSOR TRI RECERT.	OK
AUDIT^^^	OK
FINANCE COMMITTEE SALARY	Select Board recommended increasing this budget to \$2,400. The committee agrees and will discuss with the Board at a future joint meeting
FINANCE COMMITTEE EXPENSE	OK
RESERVE FUND	OK
TOWN ACCOUNTANT SALARY #####	Fred will obtain purpose statement for the Town Accountant position
TOWN ACCOUNTANT EXPENSE	OK
TREASURER / TAX COLLECTOR SALARY*	OK
TREASURER/TAX COLLECTOR EXPENSE***	OK
TREASURER'S TAX LIEN	Fred will provide the final FY18 GL for account # 10145.08

6. The committee discussed the FY20 operational budget requests in the Employee Benefits and Insurance Category. Joe moved and Bogart seconded that the FINCOM will recommend the budget requests as presented by the Board of Selectmen. Approved 5-0.
7. The committee discussed the FY20 operational budget requests in the Highway Category as follows:

HIGHWAY CONSERVATION CONSULTANT FEE	OK
HIGHWAY MACHINERY MAINT. SALARIES	OK
HIGHWAY MACHINERY MAINTENANCE EXP. #	OK
HIGHWAY MOWING/CEM MAINT	OK
HIGHWAY SNOW/ICE REMOVAL	Fred will confirm whether the FY20 request should be decreased by \$10,000 for subcontractor plowing. Also, confirm that shoveling is included in budget.
HIGHWAY SNOW/ICE SALARIES	Fred will provide the FY19 GL amounts
HIGHWAY TREE ACCOUNT	OK
HIGHWAY/BRIDGES SALARIES *	The committee would like to verify that the DPW intends to provide the labor to construct a parking lot at Yanner Park from its existing FY20 budget proposal
HIGHWAYS/BRIDGES EXPENSES #	OK

8. The committee discussed the FY20 operational budget requests in the Public Safety Category as follows:

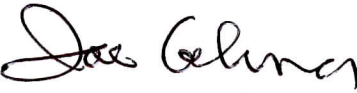
ALSS INTERCEPT SERVICE	Fred will obtain information regarding why the FY20 budget request is substantially less than this year's \$15,000 cost
Berkshire County Dispatch services/911	Fred will obtain the most recent invoice

9. The committee intends to hold its next working session on Saturday, February 16<sup>th</sup> from 9:00 AM through 12:00 PM.

10. The meeting was adjourned at 11:11 AM.

Respectfully submitted:

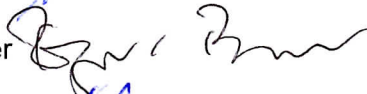
Joe Gelinas, Finance Committee Chair



Alex Bowman, Finance Committee Member



Roger Brown, Finance Committee Member



Kathy Jacobs, Finance Committee Member



Bogart Muller, Finance Committee Member

