

*FINANCE COMMITTEE'S  
Meeting Minutes  
Tuesday, January 10, 2017*

Attendance: Chairman, Marzie Galazka , Vice Chair , Tim Dorsey, Members, Cinder McNerney, William Jones, MaryEllen Fletcher, Mary Titcomb, Gail Rosenberg and Joan Hilario.

The following were in attendance for the school Department Budget update:

- Dave Castellarin, Town Accountant
- School Superintendent, Pam Angelakis
- School Business Manager, Evan Katz
- Martha Raymond, Director of Student Services.
- School Committee Members, Suzanne Wright & Amy O'Connor.
- Capital Improvement Member, Leah Ryan

Open School Budget Discussion:

*School Business Manager, Evan Katz spoke in detail on the school's budget including*

- Special education history was given.
- circuit breaker money fluctuates year after year. / summary was given.
- spreadsheets were reviewed line by line
- transportation reimbursement for special education programs,
- last year's special education being underfunded.
- Reserve fund amount.
- Tuition sheet.
- 30 students are out of district.
- Explained why money looked like it is available in Munis.

*School Superintendent, Pam Angelakis spoke on full day kindergarten for pay-does not know where else to go to get money for the budget.*

*School Superintendent, Pam Angelakis would like to create a special education stabilization fund.*

*Town Accountant, Dave Castellarin spoke on the transfer request / special education.*

Finance Committee discussion / School budget-The following items were spoken of:

*Member Maryellen Fletcher asked if the Town is required to have a pre-school, asked for an explanation of what underfunded means, snow removal line, requested circuit breaker money be explained.*

*Member Cinder McNerney suggested stop spending money total freeze, questioned if contingency money not spent in the school budget.*

*Member Tim Dorsey asked about any negatives in any line items, inquired about the reserve fund and stabilization fund, and questioned last year's special education cost*

*Member Joan Hilario spoke on unexpected expenditures and asked if circuit breaker money is money coming in.*

*Member William Jones inquired where the reimbursement rates from the State come from do.*

*Member Marzie Galazka asked if and where savings could come from spoke on software to track grants.*

Member Polly Titcomb asked how often matching grants are being done and suggested that the Finance Committee be aware of these, suggested looking back at some material that was sent prior by former Chairman Mike McClung on cities policies and guidelines that might be helpful to the Board.

Dave Castellarin, Town Accountant spoke on the following on Town FY Budget.

School Department has known for four months regarding the shortage of \$275K.

- Overtime on the high side for the Fire Department
- Explanation of the request for transfers from the reserve fund were given.
- Circuit breaker money
- Payroll was spoken of,
- Transfer request / retirement/ Mr. Younger's payout.

Finance Committee member's discussion / Town Budget.

Member Maryellen Fletcher asked how much is being saved financially for the Town with Mr. Younger being gone, the circuit breaker money and where that money is kept was asked, a request for actuals by the end of December was requested for each year going forward, why does the Town have so much free cash was questioned.

A joint meeting with the Capital Improvement Committee to go over capital items was suggested.

Grant procedure and policies were spoken of with a suggestion of a grant writer for the Town / Coastal Grant.

Member Cinder McNerney asked about how many more students there are now in the school system and why.

When would the budget be ready to give to the Finance Company was asked.

Suggestion that the Town should be applying for grants not Boards or Committees.

Suggestion made that volunteers for the Town could be useful in looking at grants.

Separate line item for sick buy back was suggested. .

Member Tim Dorsey asked about finding funding from other line items for expenses.

Votes of the Board:

The Board voted unanimously on a motion by member Joan Hilario to approve a request for a transfer request from the reserve fund in the amount of \$20, 000.00, to pay sick leave for an employee, seconded by member William Jones.

The Board voted 7 to 1 in favor on a motion by member Joan Hilario to approve a transfer request in the amount of \$80K for the School Department / Boiler / Hadley School, seconded by member William Jones. Member Maryellen Fletcher recused herself from the vote.

Adjournment:

The Board voted unanimously on a motion by Finance Member Mary Titcomb to adjourn meeting at 9:00PM seconded by Finance Member Cinder McNerney

Attest:

Maureen Shultz

Administrative Assistant

