

**Buckland Finance Committee
Meeting Minutes
June 18, 2020 - virtual meeting 7 p.m.**

This meeting was conducted in accordance with the state of Mass. recommendations for virtual meetings during the time of Covid-19 pandemic.

Finance Committee Members: Paula Consolo, Karen Blom, Larry Langford, Raymond Lanza-Weil, Ciara Hayden. Ben Murray - absent

Others present: Town Administrator Heather Butler; Select board members Dena Wilmore and Barry Del Castilho; Town Treasurer, Lisa Blackmer; Falls Cable, Jim Sullivan; and resident, Tim Gaulin.

Meeting commences at 7:04 pm

Karen motions to accept the minutes from June 1, 2020. Raymond seconds.

Role call: Karen-yes; Larry-yes; Raymond-yes, Ciara-yes, Paula-yes. No discussion

MTRSD Budget Discussion - the BOS voted to use 1/12th school budget figure of \$2,424,337 as a placeholder in the FY21 operating budget until the fall when there's more revenue data. The school committee believes that the FY21 school budget will be voted down and a new budget created. The state of MA is using a 1/12 budget through August and doesn't have state aid figures for towns or schools at this point.

Operating Budget Discussion - Reducing the MTRSD leaves an excess of \$177,000 for the town to hold in reserve which allows for flexibility in the fall. Barry thinks this amount could be lost on the levy limit in the future unless it gets appropriated - this could be done at the fall STM and put into stabilization if not needed elsewhere. Other town operating budget cuts include Arms Library and Buckland Public Library by around 5%. We expect to hold a STM in the fall to revise the town operating budget with new revenue figures and a revised school budget. Lisa Blackmer, town tax collector states that FY20 tax collections are on track as forecasted. FY21 tax collections will likely be down - she'll have a better idea in August and November after the tax bills are due.

Barry and Dena leave at 7:29 pm

Fin Com Memo - Larry presents the 2020 ATM memo for review. The following are the motions taken on each article of the warrant pertaining to the FY21 Town Budget.

Article Three: Elected Officials Salary (OB lines 9, 10, 30, 50, 79,115): The cost of these salaries is \$49,349, which is a decrease of \$2,906 (-6%) compared to FY20.

Karen motions to pass article 3, Larry seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

Article Four: Town Operating Budgets (OB lines 11-151, excluding lines covered in other warrant articles): These budgets total \$1,744,176, which is a decrease of \$35,453 (-2%) from FY20. This is the bulk of the town's operating budget.

Raymond motions to pass article 4, Karen seconds. The Sr Ctr FY21 assessment was discussed but not changed. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously.

Article Five: Special Line Items (OB Lines 26, 34, 35, 57, 106, 139): These budgets total \$33,710, which is a decrease of \$32,440 (-49%) from FY20.

Raymond motions to pass article 5, Paula seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

There is a general discussion on the budget process - how the BOS changes budget items and communicates them with Fin Com. Paula raises a concern of Fin Com work being dis-valued if BOS can change things in the budget last minute. This needs to be brought up with BOS at a later date.

Article Six: Mohawk K-12 School District Operating Assessment (OB Line 85): An increase of \$58,770 (2.5%) to \$2,424,337. This is a 1/12th assessment spending plan.

Paula motions to pass article 6, Raymond seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

Article Seven: Mohawk K-12 School District Capital Assessment (CD lines 34-38): An increase of \$25,222 (31.7%) to \$104,683 for several capital projects at the high school and Buckland Shelburne Elementary (BSE) school.

Karen motions to pass article 7, Larry seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

Article Eight: Smith Vocational High School Assessment (OB line 86): An increase of \$19,000 (33.9%) to \$75,000 compared to FY20 which reflects required tuition and transportation costs for a third Buckland student attending Smith Vocational.

Raymond motions to pass article 8, Larry seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

Article Nine: Franklin County Technical School Operating Assessment (OB line 87): A decrease of \$26,482 to \$84,300 (-23.9%) compared to FY20 due to decreased Buckland enrollment.

Paula motions to pass article 9, Raymond seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

Article Ten: Franklin County Technical School Capital Assessment (CD line 39): A decrease of \$1,060 (-15.1%) to \$5,969 according to the updated loan payment schedule.

Karen motions to pass article 10, Raymond seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

Article Eleven: Shelburne Falls Wastewater Treatment Facility Budget (WWTP line 54): An increase of \$4,418 (1.7%) to \$267,955. This includes COLA for town employees, health insurance increases, and retirement benefits.

Paula motions to pass article 11, Karen seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

Article Twelve: Capital and/or Debt Expenses for the Shelburne Falls Wastewater Treatment Facility Enterprise Fund (WWTP line 55): An increase of \$125,000 (416.7%) to \$155,000 for the first year of sewer line improvements for the Conway Street TIP project.

Raymond motions to pass article 12, Karen seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

Article Thirteen: Special Wastewater Treatment Facility Line Items (WWTP line 56): The money in this account carries over from year to year. This year is a decrease of \$1,260 (-78.8%) to \$340.

Paula motions to pass article 13, Larry seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

Article Fourteen: Town Debt Service (CD lines 32,42): This totals \$45,411, and consists of two debt items. One is the payment on the Town Hall renovation Project (\$28,844) and the other is the short-term debt interest for the new highway garage (\$16,567). Both these items are debt-excluded.

Raymond motions to pass article 14, Paula seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

Article Fifteen: Town Capital Expenses (CD lines 15, 16, 20): A decrease of \$153,700 compared to FY20 to \$63,000 (-71%).

Ciara motions to pass article 15, Raymond seconds. Roll call vote- Karen-yes, Larry-yes, Paula-yes, Ciara-yes, and Raymond-yes. Motion passes unanimously

Discussion about Article 16 regarding the transfer of unused funds from past FRCOG housing authority rehab reimbursement to a CBDG account set up for micro-business loans. This transfer is not a part of the FY20 or 21 operating budget and thus no action was taken by the Finance Committee.

Raymond leaves at 9:49 pm

Next meeting is set for Monday, July 13, 2020, 7 p.m. This meeting will discuss and approve any FY20 year end transfers.

Larry will send Heather the memo for inclusion in ATM materials

Karen motions to adjourn. Paula seconds.

Karen-yes; Ciara-yes; Paula-yes; Larry-yes.

Meeting adjourns at 10:11 pm

Respectfully submitted by Karen Blom