

Buckland Finance Committee Minutes - January 20, 2020

Meeting called to order at Buckland Public Library, 6:40 p.m.

Committee members present: Karen Blom, Ciara Hayden, Paula Consolo, Larry Langford, Ben Murray arrived at 6:45.

Non-committee members: Town administrator Heather Butler

Motion to accept the December 16 minutes. Accepted unanimously.

Karen and Larry have conflicts with the Feb. 10 meeting, but we will have a meeting on Feb 3 and Feb. 10.

Town Clerk Janice Purington arrived 6:50 p.m.

Error in the FY20 budget resulted in the election budget being low by about \$2,800, so we will need to fund this from this year.

Janice is once again requesting \$10,000 for codification of town records from General Code, including all town warrants and bylaws. \$1,195 would be the annual maintenance fee to keep access to this service. The company would keep our info in the cloud, and it would be searchable. Heather and Janice will do more research about the long-term viability of this system. What happens if the company goes out of business? What is the historic increase of the annual fee?

Janice leaves at 7:20 pm.

Town Administrator Heather Butler reports on the selectboard budget

The animal control is now covered by the FRCOG system (\$6,500), so we shouldn't have dog officer expenses, but Heather is still getting bills. She will find out why. The \$250 now in the budget may not be necessary.

Why has the band concert fee gone up from \$800 to \$950? Heather will find out.

FY20 audit is fully funded. The \$16,000 audit amount in FY21 is there to ensure that we have enough for the next audit in 3 years.

We should delete line 30 of Selectboard Line Item (Technology Capital Act., \$2,000) because this expense should come from the Technology Stabilization Account, which seems to have a \$7,000 balance.

Arms Library folks arrived at 7:53 pm. Lori Wheeler, library director; Sheryl Gilmore, trustee.

Discussed budget for Arms Library, which is going up 4%. Increase of hours for assistant librarian and temporary worker is for additional hours open, perhaps on Sundays. Funding: 36% Shelburne, 23% Buckland, 41% Other.

Lori and Sheryl leave at 8:22 pm.

Other business

Town meeting motion to raise \$60K was not recorded properly, so the amount certified was incorrectly set at \$20K and we have a \$44,850 deficit appropriation.

There was an omission made to Annual Town Meeting certification in May, and several items identified by the Finance Committee and the Select Board for appropriation in Article 5 "Special Line Items" were not recorded as voted. The end result was that those items were not included in the FY20 budget.

Items incorrectly recorded in the results -

1. Tax Revaluation: \$2,000 recorded, \$16,000 voted (\$14,000 deficit)
2. Town Audit: \$19,000 recorded, \$24,300 voted (\$5,300 deficit)

Items omitted entirely in the results -

3. Tax Mapping: \$4,300 voted, deficit
4. 250th Anniversary: \$250 voted, deficit
5. CDBG Grant Match: \$21,000 voted, deficit

TOTAL DEFICIT: \$44,850

We need to keep this in mind as we build FY21 budget, but we don't need to do anything yet.

Ben leaves 8:40 p.m.

Franklin Tech wants to meet with us. Heather will forward the letter.

Meeting adjourned at 9:02 pm. Respectfully submitted by Paula Consolo

The block contains several handwritten signatures in blue ink. At the top left is a large, circular, scribbled signature. Below it is a signature that appears to be 'Paula'. To the right of Paula's signature is a signature that looks like 'Ben'. Further right is a signature that looks like 'Heather'. At the bottom center is a signature that looks like 'UPM'. On the far right is a tall, vertical signature that looks like 'WCH'.