

**Buckland Finance Committee
Meeting Minutes
Mar 29, 2021 - virtual meeting 6 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: Larry Langford, Ciara Hayden, Tim Gaulin, Bruce Lessels, Paula Consolo (arrived at 6:09)

Others present: Town Administrator Heather Burke, selectboard member Barry Del Castillo

Ciara moved March 8th, 2021 minutes. Tim seconded. Larry, Bruce, Tim, Ciara yes; Approved.

Discussion raised in regard to March 15th Meeting Minutes raising concerns about how to get funding. Heather expressed that it will be rolled out like CARES Act - Itemized expenses approved, then electronically transferred into account for reimbursement. Discussion to use money for one-off expenses.

Bruce moved March 15th, 2021 minutes. Ciara seconded. Larry, Bruce, Paula, Ciara yes; Approved.

Discussion of FY2022 capital and operating budget requests

As per last meeting's questions:

Line 10 - Select board stipend raised to \$6000. Last year's budget was \$4000 because one of the select persons did not take the stipend. In anticipation of a new member taking stipends next year.

Line 16- In effort to budget for overtime, which would be shared for a shared position by 2 individuals.

Line 23- Collector treasurer position added \$4500 professional development expense to this line. Flexibility to reduce allocation if needed.

Line 26- OPEB expense invoice increased by \$100.

Line 27- Added allocation to fund measure to collect delinquent property taxes.

Line 35- Contract increased by \$100 for next year's tax maps.

Line 36- 1 year, 3 year, 5 year reval cycles impacted by town meeting oversight in 2019 due to COVID. Funding not picked up in the motion. At the end of last fiscal year, considered using some of the reserve fund. Consideration to flat line the funding moving forward.

Line 49- Consideration to add more in consideration of a potential special town meeting. Reduction in budget because last year had 3 elections.

Line 51- COLA Adjustment to Town Clerk salary.

Line 88- Only one student going to Smith Vocational. Reduced budget to reflect this.

Line 96- Use Recent Expense report to reconsider an increase in funding for street sweeping activity

Line 99- Reduction by \$5000 based on FY20 actuals. Level Funded.

Line 129- Buckland library is on the Buckland town payroll so we cannot use a 1 line funding system. If they increase salary using the funding allocated, then they will fall below the state minimum funding for operations. The Buckland Library requested a budget increase for salaries in order to add hours for an assistant, which would be offset by state grant state funding.

Line 132- Budget increase to fund opening Arms Library on Sundays. Request further clarification of the committee to supplement the request in writing, specifically how do they balance the request between Shelburne and Buckland.

General consideration to look into finding a way to better understand the other funding sources in any given department to figure out how to think about funding methods. To be explored.

\$602,528 in Stabilization Accounts.

\$170,762 free cash, certified and available for FY22. Discussed qualifying options to use these funds: 10-20k OPEB trust, 15-30k Personnel Reserve Acct, 25-50k Grant Match, 25-50k to hold for Snow and Ice deficit.

Discussed using free cash or borrowing to move salt shed from the old highway department to a safer location.

Discussion funding of museum building plexiglass windows but holding off on 10k capital request.

Next Meeting scheduled for April 12, 2021 at 6pm.

Paula moved to adjourn. Ciara seconded. Ciara, Paula, Tim, Bruce, Larry all said yes.

Adjourned 7:50 pm

Respectfully submitted by Timothy Gaulin