

**Finance Committee**  
Meeting Minutes  
August 3, 2021  
7:30 PM

**Present:** Christine Russell (Chair), Roland Bourdon, Jason Cole, Mike Majors, Adam Nolde (Vice-Chair), Steve Noone, David Wellinghoff, Sahana Purohit (Clerk) and Esha Gangolli

Ms. Russell called the meeting to order.

**1. Citizen's Concerns**

None

**2. 4<sup>th</sup> Quarter High Level Review**

Mr. Barrett, Finance Director, made a presentation highlighting:

- FY21 budget turnback expected to be around \$1.3M
- FY21 local receipt shortfall expected to be around \$350K
- FY21 tax collection rate was 99.5%
- FY21 free cash estimated to be between \$3.7M - \$4.5M
- Review of Enterprise Funds net liquidity and outlook
- 20 year reserves history graph
- Grants received graph

Mr. Wellinghoff, asked how the Town uses Moody's rating as part of our reserve discussions. Mr. Barrett explained that efforts are being made to maintain or increase reserve levels. Leading to a steady or upward trend, reversing the downward trend that Moody's used in their evaluation. Committee members agreed that the reserve trend needs to be watched but that the Town should not overreact to Moody's downgrade, as their methodology does not include all available reserves.

Concerned were expressed over the continued negative outlook of the commuter lot revenues and how long such impacts may last.

Mr. Cole asked what, if any, part of the ambulance enterprise concerns was related to Covid rather than changing from BLS to ALS. Mr. Barrett believes the ambulance enterprise fund has been very stable in and the switch to ALS has benefited the fund and this past year concerns were due to Covid.

Mr. Cole asked what matrix were used to determine how measures put in place at the beginning of Covid were determined necessary to be eased, such as hiring. Mr. Barrett responded that unfilled vacancies, especially in public safety had become unreasonable due to overtime and collective bargaining agreements.

Mr. Noone asked if the utilization of the transfer station was up or down and what percentage of citizens use the transfer station. Mr. Barrett responded that he did not have that information but would get it from Director York.

**3. Point of View Drafting Group**

Member discussed having the committee clerk take responsible for the point of view (POV). Mrs. Purohit, as clerk, will head up the group. Mr. Bourdon and Mr. Majors will also participate in the drafting group and Mr. Cole will be the outreach coordinator. Deadlines were discussed and making a more precise POV was desired outcome.

#### **4. Finance Committee Policy Development Discussion**

Members discussed what financial policies need to be developed, such as:

- Stabilization fund policy
- Overall reserve fund policy
- Enterprise fund policy
- Annual review of unspent warrant articles
- Improved communications between Select Board and Finance Committee with timely Finance Committee recommendations to Select Board

#### **5. Finance Committee Business**

Mr. Noone discussed the OPEB valuation report, relaying the following information:

- Change in discount rate
- Town fully funded in 2034
- School fully funded in 2059

Ms. Purohit discussed the July 26 Select Board update, relaying the following information:

- \$2.9M CARES funding breakdown
- Plastic bag ban presentation
- Polystyrene and #6 recycling ban presentation

Ms. Gangolli moved to adjourn. Mr. Cole seconded. The motion was approved unanimously.

#### **Documents and Exhibits Used During this Meeting**

- Finance department 4<sup>th</sup> quarter presentation