**Finance Committee Meeting Minutes**

**Town Hall ~ July 11, 2019**

**Sturbridge, MA**

**Call to Order:**

The Finance Committee Chair called the Finance Committee meeting to order at 7:00 pm. The following committee members were present: Kathy Neal (KN), Michael Hager (MH), Kevin Smith (KS), Larry Morrison (LM), James Waddick (JW), and Joni Light (JL). Absent: Bruce Boyson (BB), Karen Davis (KD), and Jared Burns (JB).

Guests: Jeff Bridges (JBr), Town Administrator; Ken Lacey (KL), Health Agent.

**Reorganization of Finance Committee for Fiscal Year 2020**

Vote for committee chair nomination was raised by LM in favor of KN. KS seconds. LM requests to close the nominations; KS seconds. Motion to close nominations accepted 6-0-0. LM moves the motion to accept KN as committee chair; KS seconds. Motion accepted 6-0-0.

Vote for committee vice-chair nomination was raised by LM in favor of JW. JL seconds. LM requests to close the nominations; JL seconds. Motion to close nominations accepted 6-0-0. LM moves the motion to accept JW as vice chair; JL seconds. Motion accepted 6-0-0.

Vote for committee secretary nomination was raised by LM in favor of JL. JW seconds. LM requests to close the nominations; JW seconds. Motion to close nominations accepted 6-0-0. LM moves the motion to accept JL as secretary; JW seconds. Motion accepted 6-0-0.

**Reserve Fund Transfers**

Health Agent request for $5,000.00 to pay overages in hauling and disposal of recycling materials; leachate engineering; and cover material. JW moved the motion to approve the transfer of $5,000.00 to Landfill Purchase of Services, Account #14302-54000. KS seconds. Motion accepted 6-0-0. KL stated that the wet spring increased the leachate that was pumped out of the landfill and the cover material is up a few dollars per yard over last year. KL answered questions regarding the capping of the landfill; he stated that there are not many landfills left in the state, so there is not a lot of competition between contractors. He added that a stabilization fund for capping the landfill may be needed.

**Meeting Minutes**

JW moved the motion to approve the June 3, 2019, meeting minutes as submitted. KS seconds. Motion accepted 6-0-0.

**New Business**

LM suggested that a glossary of common municipal finance terms be included in the Town Meeting book. He said that he will be happy to review the past glossary for relevance, accuracy and completeness, updating, and new terms requiring attention.

LM suggested that the 2020 Federal Census be used to establish methodology for the 10-town comparison used by the Town. He explained that the Finance Committee members are comfortable with numbers and data. KS said that the Finance Committee was the leader in asking for comparisons to determine contracts and salaries. LM suggested organizing the data, supporting it with methodology and publishing it. He stated that it could take a year to debug the methodology.

KS stated that the past fiscal year was a benign one. He said that he would like to see the Memorandum of Findings to the Town Administrator and Board of Selectmen (items which the Finance Committee believes need to be addressed in the upcoming fiscal year) return next fiscal year.

**No Old Business**

**Public Access**

JBr stated that he is looking forward to a good year.

MH moved the motion to adjourn. KS seconds. Motion accepted 6-0-0 and meeting adjourned at 7:31 pm.

/jme