

WEST NEWBURY FINANCE COMMITTEE

Date, Time, Location: **Mon. Jan. 24, 2022**, 6:15 PM, (remotely via Zoom)

Attendees: Gary Roberts, Nathan Kelly, Joe Heyman, Chuck Wegrzyn, Jim Sperelakis, Angus Jennings, Stephanie Frontiera, Wendy Reed

Meeting Minutes – Jan. 24, 2022

1. Call to Order: 6:15 PM
2. Public Comment: None
3. Approval of Minutes: Oct. 23, 2021 FinCom meeting minutes. GR & SF: reported they were not present at 10/23/21 meeting. Motion to approve minutes as edited: JS. 2nd: JH. Approved unanimously 5-0
4. Reserve Fund Transfer Request: \$20,000 from the Reserve Fund Account to the Legal Fees and Expenses Account # 01-151-5200, for Fiscal Year 2022. Motion to Approve: NK. 2nd: JH. AJ explained this is due to retirement of previous Town Clerk/Counsel, Michael McCarron, after preparation and approval of the FY22 budget, and the Town's need for prompt legal opinions to a variety of issues. Legal services are performed by outside Counsel, typically KP Law. Approved unanimously 5-0.
5. Reserve Fund Transfer Form: AJ reviewed the updated form with FinCom, which eliminated the section requiring Select Board review/approval. Per AJ, unlike Line Item Transfers, Select Board approval is not required by State law, and, in practice, hasn't been sought since adoption of the Town Manager Act. There were no questions or concerns raised by the FinCom. The updated form will be posted on the Town website.
6. FY23 Budget Policy Direction: AJ reviewed the FY23 Budget Policy Direction, as approved by the Select Board on Dec. 20, 2021. The policy is very similar to prior years, with the exception of Policy #8, i.e., "Wage and Classification Study", which will run concurrently to the Budget Process, and is stated (in *blue italicized print*), as follows:
In anticipation that the Wage and Classification Study now underway may not be complete prior to Town Meeting adoption of the FY23 operating budget, we propose that an appropriate amount of funding be proposed, either within the FY23 operating budget or in a separate Warrant Article, that would allow for adjustment of wages (prior to and/or during FY23), if/as found to be appropriate based on the recommendations of the study.
No questions or concerns were raised by the FinCom.
7. Dates for future FinCom Meetings: GR/AJ requested FinCom members provide their available (evening) meeting dates, in the mid-Feb (2/9) to end-March timeframe. These will be compiled by AJ, and FinCom meeting dates will be proposed/set by GR.
8. Adjournment: Motion to Adjourn, approved 5-0. 6:30 PM