

WEST NEWBURY FINANCE COMMITTEE

Date, Time, Location: **Th. June 30, 2022, 6 PM** (1910 Bldg.)

Attendees (& initials): Gary Roberts (GR), Nathan Kelly (NK), Chris Wile (CW), Walter Burmeister (WB), Jim Sperelakis (JS), Angus Jennings (AJ), Stephanie Frontiera (SF).

Meeting Minutes – June 30, 2022

1. Call to Order: 6:00 PM
2. Public Comment: None
3. Approval of Minutes: April 21, 2022 FC meeting minutes. Motion to approve: CW. 2nd: WB. CW made a comment that STM Article 2 (water dept. system study) should include the (new, increased) amount being voted on by FC. AJ commented that it was \$73.7K at time of FC meeting. JS said he would add to minutes. Motion to approve, as amended: Minutes approved, as amended, 4-0-1. NK abstained (did not attend 4/21 FC mtg.)
4. Line Item Transfers for Consideration:
 - a. Town Manager Technology: \$1,561.74 requested from Town Mgr. Expenses (Acct.# 01-123-5400) to Technology (# 01-123-5306), for battery switch server and Adobe license. Motion to approve: NK. 2nd: WB. Approved 5-0.
 - b. Fire Admin: SF requested 'No Action' on this line item transfer, as amount would likely be updated by July 15. FC took no action, and deferred to following mtg in July.
 - c. Fire Expenses: \$844.73 requested from Fire Drills (Acct.# 01-220-5113) to Fire Admin Wages (# 01-220-5115) due to increase in emergency calls, admin reporting, and staffing hrs. Motion to approve: NK. 2nd: WB. Approved 5-0.
 - d. Insurance and Bonds: \$1,543.44 from Essex No. Shore Ag. Tech (Acct.# 01-310-5690) to Insurance and Bonds (# 01-945-5740) due to changes in supplemental insurance added to cover Town Staff notarizing non-town documents, when required. Motion to approve: NK. 2nd: WB. NK asked "why the Essex Ag acct?" AJ commented that we are allocated a set amount per pupil, and that amount was underspent. Approved 5-0.
5. FinCom Meeting Schedule: AJ suggested a FC meeting the week of July 11, to review any remaining Line Item Transfers, as well as elect FC Officers for the next fiscal year period. AJ will send a proposed mtg date.
6. Other Items: AJ, SF, and the FC members thanked GR and NK for their dedication and high quality service to the Town over their years on the FC. Gary R. (Chair) & Nathan K. (Vice-Chair) have fully fulfilled their FC terms.
7. Adjournment: Motion to Adjourn, approved 5-0. 6:25 PM