

**West Newbury Finance Committee
Minutes of the Meeting
Wednesday, May 2, 2016**

Chairman Codair called the Finance Committee to order at 7:05 p.m. in the second floor hearing room of the 1910 Building with Mr. DeLena, Ms. Grammer, Mr. McGrath, Mr. Phillips, and Mr. Winch present. Also present, Mr. Thomas Ellis, a citizen expressing interest in FinCom and requested to sit in.

There being no public comment, the Committee considered its agenda.

Transfer Requests

Department of Public Works — \$25,000.00 Request for Departmental Transfer within Budget Representative — Mr. Gary Bill, Director, accompanied by Mr. Bertino, Finance Director

Mr. Bertino introduced the transfer of funds. Mr. Bill requested a transfer of \$25,000.00 to Highway, Sidewalks, and Trees. Funds would be transferred from three sources:

Snow & Ice	\$7,000.00
Town Buildings	\$13,000.00
Road Machinery	\$5,000.00

Also stated on the transfer request of \$25,000.00 will cover street sweeping, beaver control, signs, tree work, and storm water control.

Chairman Codair stated \$13,000.00 represented a fair amount of money to be drawing off the town buildings line. Mr. Bill remarked the funds were mostly taken from utilities, which were significantly lower this year. Mr. McGrath queried Mr. Bill about DPW turn back funds for FY16. Mr. Bill replied the average is typically \$30,000.00 to \$40,000.00.

Mr. Bertino stated Snow and Ice were high last year. Mr. McGrath remarked Snow and Ice is usually financed with reserve funds. Mr. Bill stated this is the second time in his tenure he has transferred funds back from Snow and Ice.

FinCom approved the transfer, 6-0-0.

Chairman Codair signed the transfer request.

Departmental Turn backs

Chairman Codair suggested to Mr. Bertino, it would be helpful to compile a list showing what each department turns back at the end of the fiscal year. Mr. Bertino stated, legally, turn backs must be processed by mid-July. He reported the final numbers should be available in August, 2016.

Article 20 — To see if the town will vote to transfer from available funds the sum of \$25,000.00 to be deposited into a Municipal Buildings' Insurance Fund. By request of the Finance Director.

Mr. McGrath requested confirmation as to what are the deductibles for. Mr. Bertino replied the deductibles generally refer to building insurance. Mr. McGrath inquired about the town vehicles. He recalled a time when a dump truck overturned. Mr. Bertino replied vehicles are purchased with their own insurance to cover replacement costs.

Update on Finance Department Software

Mr. Bertino reported he had received quotes from three main vendors. Since the quotes were received, one of the vendors was bought out and the software would only be supported for 18 months. Of the two remaining bids, one offered technology similar to the current software and the other was too expensive. The decision was to keep the status quo.

Minutes — April 25, 2016

The minutes were reviewed and the corrected minutes will be resent for approval.

Minutes — February 29, 2016

The minutes were approved with minor corrections.

FinCom voted to approve the minutes, 5-1-0, DeLena abstaining, absent.

Minutes — March 2, 2016

The minutes were reviewed with corrections. The corrected minutes will be resubmitted for approval.

Minutes — March 7, 2016

The minutes were reviewed with corrections. The corrected minutes will be resubmitted for approval. Mr. McGrath suggested the possibilities of available grants to cover training costs.

Minutes — March 14, 2016

The minutes were reviewed with corrections. The corrected minutes will be resubmitted for approval.

FinCom Business

Investment Advisory Committee

Mr. Winch reported the next meeting of the Investment Advisory Committee will take place on Monday, May 9, 2016.

Annual Town Meeting — SRO appointment

As a follow-up to the defeat of the SRO at the Town Meeting, Mr. Winch offered some background information. Apparently, the SRO had not been discussed at the School Committee Meeting. This situation led to some territorial issues which may have contributed to the defeat of the request for a SRO.

Upcoming Schedule

The next meeting of the Finance Committee is scheduled for Monday, May 9, 2016 at 7:00 p.m.

The Committee meeting adjourned at 9:35 p.m.

Respectfully submitted,

Elisa J. Grammer
Recording Secretary