

Town of Blandford Finance Committee Meeting Minutes

February 25, 2019

Open Session: 7:00pm

Present: **JLombardo**, chair, **JBull** and **AQuinn**, members, **JGarcia**, Town Administrator, **BHartley & JGirard**, Board of Health Department, **MMikuski**, **Council on Aging**

1. Department Head Meetings – the following were scheduled to meet:

- **Transfer Station** – Bret Hartley & Jen Girard requested a \$4,610 increase in order to open the transfer station one additional day a week or for additional hours on one of the days it is already open. Several requests have been made for this and with the amount of traffic they have been seeing there seems to be a need to extend the hours. Requested additional \$12,000 for Transfer expense to pave the driveway area. Cartage and tipping will also be significantly increased for FY20 by an estimated \$15,300 from FY19 anticipated expense. Discussed with committee researching the revolving fund for the transfer station and getting it back in use for tracking revenues.
- **Board of Health Department-** BHartley & Jen requested an additional \$4,500 for dues & memberships, educational courses, meetings, & seminars. As well as to cover mileage for attending training courses. They are also requesting an additional \$1,800 for stipends in order to increase to every other week for BOH Admin. We also discussed the use of a revolving fund for tracking revenues directly related to BOH.
- **Council on Aging** – MMikuski requested a \$2,500 increase in staffing due to the fact that her position is moving from Co-Chair to a paid director position under advisement from M.C.O.A and the Executive office of Elder Affairs. They will be receiving additional staffing funds from the state for the Clerical Assistant and Director positions to help reduce the amount requested. Level funding requested for the COA expenses and no other additional requests made.
- **Water Department** – will be rescheduled to another night.

General Discussion – JGarcia discussed with us the Highway department's capital project and reviewed with us the most recent plans & layout for the building. He also informed us that Free cash was being reviewed for Certification for FY19 and made recommendations for the money to be used for the following: 1. Balance out budget accounts that went negative in FY19; 2. Repay the stabilization fund for money taken as a loan; & 3. Put any remaining funds into the stabilization fund for future needs.

Motion: To approve FC meeting minutes for January 7, January 14th, & January 28th Meetings. Motion Passed.

Tabled: Review and approval of minutes from February 4th, & 11th until next meeting on March 4, 2019.

Meeting Adjourned