

Town of Blandford Finance Committee Meeting Minutes

January 12, 2021

Open Session: 3:00pm -- no quorum.

Present: **Jlombardo** – Chair; **JGarcia** - Town Administrator; Tj Cousineau, Cemetery

Absent: **Cathy Smelcer** - member

ACTION ITEMS

1. No Action taken since no quorum.

New Business

1. **Overview of FY22 Budget Process & Timeline** – no discussion until next meeting.
2. **Meeting with Fire Department to go over FY22 Budget Request** – Meeting with Fire Department rescheduled for January 14, 2021.
3. **Meeting with Cemetery to go over FY22 Budget Request** – Cemetery Commissioner Tj shared his budget proposal for FY22. In the proposed budget included \$9,600 for payroll and \$8,500 for expenses. Tj requested to provide to the workers a \$0.50 increase in pay since they have not had any increases for three years. Payroll costs will be a new item in town budget since payroll has been historically paid out of the Tiffany Trust account. Garcia explained it has been long understood that the account had non-expendable funds of more than \$300,000. The accountants along with Town Council reviewed the trust agreement and concluded that all in the Tiffany account is expendable and nothing in the agreement is identified a non-expendable amount. With that said, currently the Tiffany account has about \$80,000 left that is expendable and nothing more. Roughly \$80,000+ went to build the shed and the remaining has been drawn down during a period of time for mostly salary. The problem realized is this – for many years we maintained a ledger of what was expended in this account but never balanced our ledger by transferring funds out of the bank from where the Tiffany funds sits. So when Tj would receive the statement from the bank he'll see the funds in bank account grew and there remain a perception that he still had all that money assuming its non-expendable but our town ledger was never balanced with the bank ledger therefore creating this confusion. In order to maintain and cultivate what's left, we are going to have to budget for salary to maintain the cemetery moving forward. Garcia asked Tj to provide a summary breakdown of what he anticipates spending expenses on that reflects the total of \$8,500 being requested.
4. **Discuss previous fiscal year bills not included in any encumbrances** – discussion rescheduled for next meeting.
5. **Review draft warrant for Feb. 22 Special Town Meeting** – rescheduled for next meeting.

Next Meeting: January 14, 2021

