



TOWN OF BLANDFORD
SELECT BOARD

Blandford Town Hall
1 Russell Stage Road Suite 1
Blandford, MA 01008

FINANCE COMMITTEE
MEETING MINUTES
December 04, 2024
11:00 am

Meeting held in Select Board Chambers

In attendance: J. Coury, Chair; J. Lombardo, Member; D. Brodie, Member; K. Green, Member

1) **EXAMINATION OF RECORDS OF PREVIOUS MEETINGS**

a) *Sign Previously Motioned Finance Meeting Minutes of October 17, 2024*

The Finance Committee signed the previously motioned Finance Meeting Minutes of December 04, 2024.

2) **AUDIENCE PARTICIPATION / PUBLIC COMMENT**

3) **NEW BUSINESS**

a) *Discuss and Approve Core & Main Repair for two fire hydrants that have been out of commission for quite some time. Total bill to repair: \$3,287. Avery is sending the exact locations.*

The Committee approved the quote from Core & Main Repair to 'repair' hydrants #31 and #36 on North Blandford Road. Once this is done, both hydrants should be in working order. The cost of repair is \$3,287 and this is approved for payment out of the Reserve Account.

b) *Discuss Additional Transfers – VADAR; looking for feedback from the accounting team on Monday. Will update when we meet.*

Finance is working with Accounting requesting input from them on small balances sitting in accounts which could be transferred to other accounts. Finance has received no response from Accounting as of 12/4/24. Courie to follow-up with Sean at Kinsharf, CPA.

c) *Update on preparing budget document for budget season. Main accounts are complete relative to cross-referencing VADAR accounts to Softright. The Numbers in VADAR relative to expenditures appears accurate.*

The FY26 Budget has been updated with VADAR general ledger numbers and naming conventions. This year's budget document will depict the Softright and VADAR account numbers for ease of understanding any changes that may have occurred. It has been confirmed that the FY25 original expenditure budget is reflected accurately in VADAR. Ferrera prepared a FY26 pre-work document that she will send to all department heads in preparation for FY26 Budget Session. Once she has added a page regarding insight into planned grants, she will distribute accordingly.

Dates to begin reviewing budgets have been set for: January 21, January 22 and January 23, 2025.

d) Next step in recreating Water Department and Broadband budget documents.

Other account reviews are underway, i.e. Municipal Light Board/Broadband and the Water Department.

e) Update the Finance Team on current Accounting Team challenges and next steps.

Open Items needed for discussion?

Ferrera updated the Finance Committee on the resignation of Eric Kinsherf's organization and steps she is taking to fill the gap by January 2025.

Finance Meeting adjourned at 12:15 pm

Janet Lombardo, Finance

Jackie Coury, Finance Chair

Deborah Brodie, Finance Member

Kevin Green, Finance Member