

Finance Committee Meeting

September 10, 2014 7:30 PM EST
Veterans Memorial Building, Room 229
900 Main Street
Millis, MA 02054

In Attendance:

Peter Jurmain, Chairman
Susan Vecchi, Vice Chairman
Rich Molloy, Clerk
Doug Riley
Craig Schultze
Jim Smith
Jodie Garzon

Charles Aspinwall
James McCaffrey

Peter Jurmain called the meeting to order at 7:33 PM

Introduction of New Member Jodie Garzon

P. Jurmain introduced J. Garzon as new member of the Finance Committee.

Discussion of Reducing FinComm membership from 9 to 7 members

The Finance Committee is still seeking volunteers; with J. Garzon, committee now has 8 of 9 committee spots filled. In several instances, meetings during 2013 and early 2014 could not be conducted due to lack of quorum. Discussed pros and cons of reducing committee from 9 members to 7 members (reducing quorum from 5 to 4 required). Process would require Selectmen approval, and then a Town vote and a vote at Town Meeting. Discussed other local Finance Committee structures. No recommendation at this time.

Discussion of streamlining agendas and work for all members

Discussed mechanisms of streamlining the process and the overall time required for meetings. Obtaining budget information in advance (and providing, electronically), reducing frequency of the reviews of specific budgets, and focusing budget reviews on exceptions and articles are opportunities for streamlining. R. Molloy to draft a proposal for review.

Discussion of sending agenda and minutes via email rather than printing hardcopy for each meeting

Discussed providing and using electronic material; committee is in agreement that electronic copies of budget material is sufficient in many cases. Use of laptops during meetings is acceptable.

Recommendation is to have minutes, agenda, and any material sent out electronically in advance.

Set meetings for next month

Discussed upcoming dates. Wednesday, 9/17 – no quorum. Next meeting will be on Wednesday, 9/24.

If you are unable to attend, let P. Jurmain and J. Smith-McCarthy know in advance. P. Jurmain will distribute a memo requesting availability prior to the 9/24 meeting.

Election of Officers

Discussed upcoming vacancies for Chair and vice Chair positions. Unable to resolve; will continue to be discussed at future meetings.

Distribution of Tri-Country Regional Vocational Technical School District's Annual Report

Annual Report was distributed to committee members. This is an example of information that could be provided electronically.

Distribution of Millis Personnel Plan

Millis Personnel Plan was distributed to committee members. C. Aspinwall distributes this plan to all town employees, volunteers, elected and appointed officials on an annual basis.

Finance Committee members are to review, sign the last page, and provide to P. Jurmain for signature.

Payroll Authorization

C. Schultz made a motion to authorize P. Jurmain and S. Vecchi as the members authorized as payroll signatories. R. Molloy seconded. Motion carries unanimously.

Minutes approval from June 25, 2014

C. Schultz made a motion to accept the minutes as written. S. Vecchi seconded. Motion carries unanimously (P. Jurmain and J. Garzon abstain).

Old Business/New Business

C. Aspinwall provided an update on the Fields Committee. Current proposals include: 1) a synthetic 8 on 8 field behind the Clyde Brown School – open issues to be resolved include lighting/no lighting, treatment of the fields.

2) Town Parks and High School fields modifications including a synthetic football field with 6-lane track; moving the softball, baseball fields and tennis/basketball courts, and additional parking.

3) A new natural turf 11 on 11 soccer field at the Oak Grove Farm.

On 9/22/2014 at 7:30 PM, the Fields Committee will be presenting to the Board of Selectmen.

The current Warrant is open until 6:00 PM on 9/22/2014.

C. Aspinwall provided a brief overview of the current articles.

C. Aspinwall provided the Fiscal Year End Reports.

S. Vecchi made a motion to adjourn. J Smith seconded. Motion carries unanimously.