

**WHATELY FINANCE COMMITTEE
MEETING MINUTES**

December 11, 2018

5:00 pm

Finance Committee Attendees: Paul Antaya, Fred Baron, Jim Kirkendall, Dan Kennedy, Bob Fydenkevez and Tom Mahar. Other Attendees: Brian Domina (Town Administrator) and Amy Schrader (Administrative Assistant).

The meeting was opened at 5:02 by the Chairperson Paul Antaya.

The Committee voted to approve the meeting minutes of October 2, 2018.

Warrant Articles for the next Special Town Meeting (12/12/18) - Town Administrator Brian Domina reviewed the three articles included on the Special Town Meeting warrant for December 12, 2018. The Committee discussed the articles and voted unanimously to recommend all three articles.

Reserve fund transfer for the Foothills Health District – Motion was made and seconded to transfer \$520 from the reserve fund to the Foothills Health District. All in favor. The Committee signed the request for transfer from the reserve fund.

Frontier Regional School District Capital Planning efforts - The Committee reviewed spreadsheets from the Frontier Regional School District. The Committee was presented with three scenarios for funding the proposed capital improvements developed by the Frontier Committee. A lengthy discussion followed with the following key points made.

- The Committee expressed concern regarding the absences of a project manager for Frontier Regional improvements.
- The Committee discussed the yearly maintenance spreadsheet. A few maintenance items on the list were not considered reasonable yearly requests.

The Committee discussed the plans and the impact it will have on the Town. No other action was taken by the Committee at this time.

FY 2020 budget planning process - Katie Edwards and Maureen Nichols joined the meeting at 5:20pm. Katie discussed Whately Elementary School's progress on their Capital Improvement projects. One of their capital improvement projects is the repair of the WES sprinkler system. A short discussion ensued about the sprinkler system and its current state of disrepair and what needs to be done to make it

functional. The project is out to bid with bids due December 13. The project will hopefully be completed by the end of the fiscal year. Katie discussed with the Committee the main sources of revenue for the school and these are school choice payments, the early childhood program tuition, state aid and town funds. The school choice fund is being used to pay teacher aides and a few administrative positions. There was a brief discussion regarding the School Committee 's proposed budget for FY20. In future fiscal years, the School Committee hopes to finish installing new classroom flooring, update computer systems and install an additional playground for the early childhood education program. No other action was taken by the Finance Committee at this time.

The Finance Committee scheduled their first meeting for 2019 to be held on January 29th, to begin the discussion of the FY20 budget. Other tentative meeting dates were scheduled for February 12 and 26, March 12 and 26.