

**Finance Committee  
Meeting Minutes  
January 25, 2022  
Open Session via Zoom  
6:00 pm**

The open session of the Town of Whately Finance Committee was called to order on January 25, 2022, at 6:00 pm by Paul Antaya. Also present via Zoom were Committee members Thomas Mahar, Jim Kirkendall, Patricia Devine, Donna Wiley, Dan Kennedy, Brenda Doherty, Town Administrator Brian Domina, Community Development Administrator – Assistant Town Administrator Hannah Davis, and Administrative Assistant Amy Lavallee.

**1. Introductions and welcome to new members**

Each member introduced themselves and gave a little background as to where they live and what they do for employment.

Paul spoke to the Committee about the purpose of the Finance Committee and its various responsibilities, such as creating an annual budget to be brought before the Town for the Annual Town Meeting. The Committee works in concert with other Town boards and departments to develop the annual operating budget.

**2. Committee reorganization**

The Committee needs to reorganize per state law, naming a chairperson and vice chairperson. Paul called for nominations for Chairperson. Patty moved to nominate Paul Antaya, seconded by Tom Maher. All in favor. Roll call vote: Patty-yes, Tom-yes, Jim-yes, Dan-yes, Donna-yes, Brenda-yes. Motion passed. Paul called for nominations for Vice Chairperson. Jim nominated Tom Mahar; Patty seconded the motion. All in favor. Roll call vote: Dan-yes, Jim-yes, Patty-yes, Donna-yes, Brenda-yes, Paul-yes. Motion passed.

**3. Review and vote to approve meeting minutes from October 18, 2021**

The Committee voted to approve the meeting minutes of October 18, 2021. Roll call vote: Paul-yes, Tom-yes, Jim-yes, Patty-yes, Donna-abstain, Dan-yes, Brenda-unable to vote due to technical difficulty.

**4. Continue discussion on financial transparency**

Paul discussed with the Committee an email sent earlier to Committee members that included an overview of financial transparency project. The purpose of the transparency project is to make the dollars spent by the town more understandable to taxpayers and voters. The Committee discussed how to break down and present expenses in an understandable fashion for residents. The Committee discussed ways to present information about compensation and whether to include benefits and retirement costs. The Committee will continue this discussion at a future meeting.

**5. Municipal finance overview and Whately financial trends**

Brian gave a presentation on the FY23 Fiscal Year Outlook which included information on revenue and expense trends for the Town of Whately.

**6. Consider the appointment of a Finance Committee member as a liaison to the Whately Elementary School and Frontier Regional**

Brian relayed to the Committee a request from the school administration that the Committee considered appointing two liaisons for the school budgets process (one for Frontier and one for the Whately Elementary School). Paul Antaya volunteered to be the liaison for Frontier and Patty volunteered to be the liaison for the Whately Elementary School.

**7. Review and discuss objectives for the fiscal year 2023 operating budget**

Paul requested from Committee if anyone had any questions or concerns regarding how things are being approached or need to be addressed. Jim questioned what the status of town owned properties were, such as the Dimaio lot. Brian informed the Committee that the Selectboard has been focusing on the Center School property. Donna questioned whether the number of meetings scheduled would be sufficient. Paul suggested that based on his experience the number of meetings scheduled should be adequate, but if not, more can be added if necessary.

**8. Adjourn**

Motion to adjourn made at 8:03 pm. Motion Seconded. Meeting adjourned.

**Documents presented**

Email from Paul Antaya to Committee members dated January 24, 2022, titled "Additional Meeting Information"

FY23 Fiscal Year Outlook PowerPoint