

TOWN OF GROTON FINANCE COMMITTEE

Tuesday, June 6th 2017 – 7:00 pm
Groton Town Hall, 1st Floor Selectmen's Meeting Room
173 Main St, Groton, MA

Meeting Minutes

1. Meeting Called to order by the chair at 7:00
2. In attendance
 - a. Gary Green, chair
 - b. Bob Hargraves, vice chair
 - c. Art Prest, member
 - d. David Manugian, member
 - e. Bud Robertson, member
 - f. Lorraine Leonard, member
 - g. Jon Sjoberg, member
 - h. Don Palma, police chief
3. Reserve Fund Transfer Requests
 - a. \$15,000 for police department wages
 - i. Chief Palma identified one long term and two shorter term injured-on-duty cases
 - ii. The presidential election used more resources than planned
 - iii. Three graduations in one weekend used more resources than anticipated
 - iv. Motion by Mr. Hargraves to approve the request, seconded by Mr. Manugian, approved 7-0
 - b. \$ 43 to Police Salaries (for Deputy Chief Cullen's contract update)
 - i. Motion by Ms. Leonard to approve the request, seconded by Mr. Manugian, approved 7-0
 - c. \$850 for building inspector wages
 - i. Included unanticipated longevity payment and medical leave coverage
 - ii. Motion to approve by Mr. Prest, seconded by Ms. Leonard, approved 7-0
4. Filling of Vacancy
 - a. Mr. Hargraves will be stepping down after X years of service
 - b. Two applicants have expressed interest to date
 - i. Brooks Lyman
 - ii. Scott Whitefield
 - c. The Committee is waiting for more information on the applicants before reviewing
5. Reorganization
 - a. Motion by Mr. Prest for Mr. Green to be chair, seconded by Ms. Leonard, approved 5-0-2 (Mr. Green and Mr. Hargraves abstained)
 - b. Motion by Ms. Leonard for Mr. Robertson to be vice chair, seconded by Mr. Prest, approved 5-0-2 (Mr. Robertson and Mr. Hargraves abstained)

- c. Motion by Mr. Green for Mr. Manugian to be clerk, seconded by Mr. Hargraves, approved 5-0-2 (Mr. Manugian and Mr. Hargraves abstained)
- 6. Prescott Lease Participation
 - a. The Committee discussed its participation in the Prescott lease negotiations
 - b. Motion by Mr. Prest for Mr. Robertson to represent the Committee in the negotiations, seconded by Ms. Leonard, approved 7-0
 - c. Mr. Green requested that the lease negotiations include clear guidance on responsibilities, particularly related to maintenance
 - d. Mr. Green discussed forming an official committee
 - e. Mr. Prest gave some background
- 7. 2018 Priorities
 - a. Consultation on town (personnel) contracts
 - b. Creation of a permanent building committee
 - c. Look at five year municipal employee staffing cost projections
 - d. Operational audit
 - e. Sustainability committee status – will it update the sustainable budget prior to goal setting or does the finance committee take over?
 - f. Continue to work with the school, particular related to a capital plan
 - g. Keep fall spending to necessary budget adjustments only; otherwise we exceed our sustainable budget guidance for the fiscal year
 - h. Free cash policy
 - i. Using town email addresses for finance committee members
- 8. Minutes
 - a. Motion by Mr. Robertson to approve and release the minutes of 4/19/17, seconded by Mr. Hargraves, approved 7-0
 - b. Motion by Mr. Robertson to release the executive session minutes of 3/7/17 (previously approved), seconded by Mr. Hargraves, approved 6-0-1 (Mr. Sjoberg was absent and abstained)
- 9. Motion to adjourn at 7:47 by Mr. Hargraves, seconded by Ms. Leonard, approved 7-0