

FINANCE COMMITTEE MEETING MINUTES
Saturday, Oct 5th, 2024
Middle School Cafeteria
344 Main St, Groton, MA 01450
Approved 10/29/24

Finance Committee Members Present: Bud Robertson, Chair; Mary Linskey; Scott Whitefield; David Manugian; Mike Sulprizio

Absent: Gary Green, Kristina Lengyel

Also Present: Patricia Dufresne, Assistant Finance Director/Town Accountant

Mr. Robertson called the Finance Committee to order at 8:45 a.m. & reviewed the meeting agenda.

Article 2, Item 8 Budget Increase COA Expenses \$7,500 – The group briefly discussed this budget request, noting that the COA Director had let them know that the \$7,500 was her estimate for an entire year of bi-monthly newsletter mailings. She estimates spending only \$4,168 in FY25. Mr. Whitefield, who had previously deferred taking a position on this budget adjustment, voted in favor of it. He noted that she will have half a year to test this program, and it could be reviewed again after that time.

Article 2, Item 9 Budget Increase for Weed Management \$88,500 - The Finance Committee took no action on this item as the Mr. Green (who had previously deferred taking a position) was not present.

Minutes –

Minutes of 9/30/24: On a motion by Mr. Manugian, seconded by Ms. Linskey, the Finance Committee voted unanimously to approve the minutes of their meeting held on 9/30/24 as drafted. The Vote 5-0-0

Reserve Fund Transfer Request Veterans Flags – Ms. Dufresne explained that the Graves Registration budget needs an increase for FY25 to cover the cost of replacing old, worn-out veteran flags in the cemetery. More flags are being ordered than in previous years, although the price per flag is somewhat lower. The FY25 Budget of \$760 is insufficient to meet the estimated cost of \$1,039. On a motion by Mr. Manugian, seconded by Ms. Linskey, the Finance Committee voted unanimously to transfer \$279 from the Reserve Fund to Graves Registration expenses for FY25. The Vote: 5-0-0

Spelling Bee – Mr. Robertson asked whether any members would be interested in forming a team to compete in the Prescott Spelling Bee to take place on Nov 15th. Ms. Linskey, Mr. Manugian and Mr. Sulprizio were tentatively interested and would follow up.

Mr. Robertson officially adjourned the meeting at 8:55 am

Respectively submitted by Patricia Dufresne, Assistant Finance Director/Town Accountant

REQUEST FOR TRANSFER FROM THE RESERVE FUND
(To be submitted in triplicate)

AFT 1 FY25
Graves Flags
BUD FY 2528

Date: 10/5/24

Finance Committee
Town of Groton

Ladies & Gentlemen:

A request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$279
2. To be transferred to: Graves Registration Expenses
3. Present balance in said appropriation: \$760
4. The amount requested will be used for (give specific purpose):
Purchasing new Veteran's Flags
5. This expenditure is extraordinary and /or unforeseen for the following reasons:
Additional flags urgently needed to replace old and worn out flags for veteran graves.

[Signature]
Officer or Department Head

Action of Finance Committee

Date of Meeting 10-5-24 Number Present and Voting 5

Transfer voted in the sum of \$ 279.00

[Signature]
Finance Committee Chair

Transfer NOT approved _____

Finance Committee Chair

Request must be made and transfer voted before any expenditure in excess of appropriation is incurred.