



## Finance Committee

**January 19, 2022 9:00 AM**

### Virtual Meeting

### Minutes

*Pursuant to Chapter 20 of the Acts of 2021, this meeting was conducted via remote means.*

#### **1. Call to order**

Members participating remotely: Steinberg; Schoen; Griesemer; Pam; Miller; Walker; non-voting members: Hegner; Kubiak; Holloway

Members absent: None

Others participating remotely: Finance Director Sean Mangano; Comptroller Sonia Aldrich; Clerk of the Council Athena O'Keeffe; Minute Taker W. Kaizen; Fire Chief Tim Nelson; Assistant Chief Lindsay Stromgren

Griesemer declared the presence of a quorum, called the meeting to order at 9:04 am, confirmed all participants can hear and be heard, and announced audio and video recording.

#### **2. Election of Chair**

**Motion: Miller nominated Steinberg as chair of the Finance Committee**

**Vote: unanimously in favor**

#### **3. Election of Vice Chair**

**Motion: Schoen nominated herself as Vice Chair of the Finance Committee**

**Vote: unanimously in favor**

#### **4. Discussion Items**

##### **a. Transition Memo and Items Carried from Previous Session**

Members made a list of things to be on the agenda soon:

- CPA
- primer on financing terms
- water/sewer fund rate
- parking revenue for transportation fund
- funding for initiatives like reparations and ECAC

Long-standing members reviewed the budgeting process in general, how items get on the Finance Committee's agenda and how and when the committee holds public forums for newer members

##### **b. Council Retreat Discussion**

Schoen will work on a brief presentation on town finances for the retreat and will share it with the committee before the retreat for revision

**c. Regional School Funding and the Four Towns Meeting**

Steinberg said that the two ongoing issues are the payments made by the partners as well as how grants get distributed among partners; Mangano discussed the capital part of the joint budgeting process—all four towns have to approve expenditures and then the cost is equalized between partners based on property taxes in each town; Amherst's capital portion comes off the top of the town's capital budget so any expenditures related to the regional schools affect other capital projects in town; Mangano said most of the regional school capital expenditures are financed through debt

**d. Future Agenda Items**

Discussed above

**5. Action Items**

**a. Review of Financial Orders**

**i. Appropriation and transfer order FY22-05D: An order appropriating funds for the Town of Amherst Capital Program – Additional Funding for the Fire Pumper Truck**

Mangano said that an additional \$450K is needed because the original estimate was out of date; the price is now \$637K; he said that we'll have this for twenty years, so it needs to meet the needs of the town; the new truck will have additional resources for emergency response including a generator and larger pump capacity; Nelson and Stromgren said it will also include other necessary features as well such as airbags that will help ensure the safety of our firemen; the new truck will be kept in the central station until the new station is built, which is where it will eventually go; this is a replacement truck

**Motion: Griesemer moved and Schoen seconded to recommend to the Town Council that they approve the appropriation and transfer order FY22-05D**

Discussion: Mangano said that funds are coming from free cash; the original purchase amount already approved by council

**Vote: unanimous**

**ii. Appropriation and transfer order FY22-05E: An order appropriating funds for the Town of Amherst Capital Program – Additional funding for the Elementary School Feasibility study**

Schoen said that the project is in the feasibility study phase; the cost for the feasibility study is higher than originally planned in part because of early studies that will be necessary; Mangano said that the new feasibility study budget is now \$1.03M, up from \$750K that was already appropriated, but said that this additional money should not affect the overall budget for the project

Members discussed studying the floodplain at the Fort River site as part of this process; Schoen said phasing/staging of project will be discussed after the feasibility study including costs associated with this

Members said in-depth training on finances will be held at a future date for the council as a whole

**Motion: Griesemer moved and Schoen seconded to recommend to Town Council that they approve the appropriation and transfer order FY22-05E  
Vote: unanimous**

**b. Establish Regular Meeting Day/Time**

Tuesday 9:00-11:00 am—specific dates will be discussed at next meeting; the committee's next meeting is scheduled for February 8, 2020 9-11 am

**6. General Public Comment**

Amherst Resident, Owen Drive, Toni Cunningham: asked about the regional school capital requests and their expenses and if this is going to borrowed?

**7. Minutes Process**

For minute review, draft minutes will be circulated to entire committee, who can then offer corrections

**8. Announcements**

None

**9. Next Agenda Preview**

None

**10. Matters not anticipated 48 hours in advance**

None

**11. Adjourn**

Steinberg declared the meeting adjourned at 11:07 am

Minutes prepared by W. Kaizen

**Record of Agenda Packet Materials and Documents Presented:**

01-19-2022 Finance Committee Agenda

FY23\_4TownsMeeting\_DraftLevelServBudgt\_01.08.2022\_v3 (1)

Memo to Town Council - Request for Additional Appropriations - 01-14-2022

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Memorandum to New Councilors