



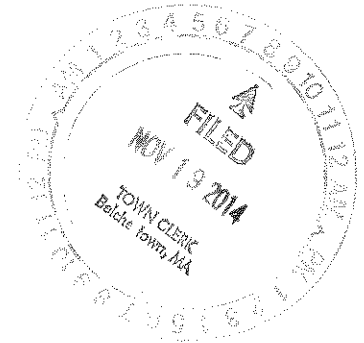
TOWN OF BELCHERTOWN

Finance Committee

Lawrence Memorial Hall

2 Jabish Street, P.O. Box 670

Belchertown, Massachusetts 01007



Kate DeCou, Chairman
Lynne Raymer, Vice-Chairman
Melissa Hurst, Clerk
Edward Boscher
Steven Rose

Meeting Minutes

Date: Tuesday, October 21, 2014
Time: 7:00pm
Location: Lawrence Memorial Hall
Present: Edward Boscher, Kate DeCou, Melissa Hurst, Lynne Raymer, Steven Rose
Guest(s): Gary Brougham, Jill Panto, Lori Allen

- Meeting called to order at 7:04pm.
- Ms. Hurst distributed the minutes from the September 16, 2014 meeting for review to the committee. Minutes were reviewed and will be revised and the revision distributed at the next meeting.

Old Business

- None noted.

New Business

- Ms. Decou reported having met with Ms. Panto regarding the Committee's questions about expense overages in the monthly budget reports and that nothing inappropriate was noted.
- Ms. Panto described the budget process and the reasons that a high percentage of a budget line could be used early in the fiscal year (seasonal costs, maintenance contracts, snow/street work, etc.). Also discussed the differences between gift and revolving accounts.
- Discussed recent revaluation of some employment positions that had been addressed by the Personnel Board. This revaluation and unanticipated costs will go to the Special Town Meeting on 12/1/14. Mr. Rose requested to view the agreement entered to resolve the underlying Fair Labor Standards violation. Mr. Brougham indicated that he believes that a confidentiality clause was included in agreement, but would review it.

- Ms. Panto reported that the Cherry Sheet aid is approximately \$60,000 below the estimate.
- Ms. Panto reported some additional new growth as well as anticipated changes in employment statuses of staff and some vacancies.
- Ms. Raymer asked if departments were required to submit monthly budget reports. Ms. Panto indicated that they are not and that there would not be a significant benefit of having monthly/quarterly reports completed by department heads.
- Mr. Boscher asked about when/how the Committee is informed of budget and financial issues. Ms. Panto will inform the Committee of "major issues" and larger ticket items.

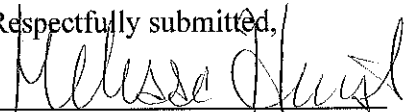
Other Business

- Committee discussed issues relating to the Belchertown Family Center. Mr. Brougham updated the Committee regarding the results of a recent inspection of the premises on Franklin Street (former Franklin School that the Family Center now occupies). Mr. Brougham indicated that a new alarm system, plumbing issue, and a ramp would need to be addressed.
- Ms. Allen, Director of the Belchertown Family Center, addressed the Committee to present on the organization and update the Committee on the status of the occupancy of the Franklin Street site and their funding. Ms. Allen reported that the Board of Selectmen voted to permit them to remain open at the Franklin Street site until 12/31/14 and that they had to submit a budget, which she indicated has been submitted ahead of the deadline given by the Board of Selectmen. Ms. Allen stated that there is a Town Committee as well as an association that is the Family Center's fundraising arm.
- Discussed issues the Belchertown Family Center faces, including a \$160 sewer bill, CORI checks, occupancy inspection, future funding, etc.
- Mr. Brougham indicated that there is an interested buyer in the Franklin Street site.

Adjournment


- Meeting adjourned at 8:55pm.

Respectfully submitted,



 Melissa Hurst, Clerk

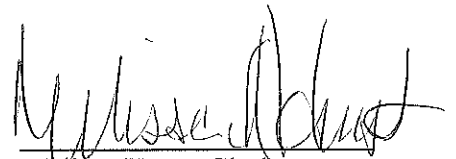
FINCOM Town of Belchertown (Endorsed by majority)



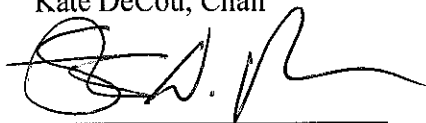
 Kate DeCou, Chair



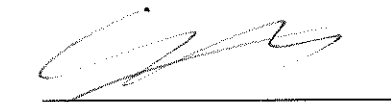
 Lynne Raymer, Vice Chair



 Melissa Hurst, Clerk



 Steven Rose



 Edward Boscher