

**Shutesbury Finance Committee Minutes**  
**Tuesday, April 9, 2019 – Town Hall, 7:05pm**

**Members Present:** Eric Stocker, Weezie Houle, Rita Farrell, George Arvanitis Bob Groves and Jim Hemingway  
**Members Absent:** Jim Walton, **Non-Members present:** Becky Torres, Mike Vinskey, Meryl Mandel, Gail Weiss

- 1) There was an announcement re: Appreciation Day for various people that are retiring from town committees. That will happen 4/28 @ 2:00.
- 2) We met with Gail Weiss (Town Accountant) re: Enterprise Funds (EF).
  - a.) There are only two choices re: Broadband. Either town would need to incorporate the MLP budget into its own annual budget or we create an EF.
  - b.) Creation of an (EF) is Article 8 of ATM 5/4/19 for Broadband MLP.
  - c.) EF is essentially a mini general fund that allows for separate accounting for a given municipal activity (e.g. Sewer, Water, Broadband MLP etc.)
  - d.) All Revenues from the EF belong to the town, but are kept separate from town funds.
  - e.) MLP sets the subscription rates for Broadband.
  - f.) Expenses (e.g. Town Accountant) are reimbursed by the EF to the town. Often this is just done as a percentage of the budget of the EF.
  - g.) EF earns its own interest.
  - h.) DOR recommends that close to 100% of the EF annual budget is kept in EF as a reserve.
  - i.) ATM must approve to EF annual budget and any money taken of the EF for the town from “Undesignated Funds”.
- 3) Review the Budget:
  - a) \$150 was added the Assessor’s clerk line for longevity
  - b) \$300 was added for the Admin Secretary longevity
  - c) 173 is in a new line item for the Hamp Trust Employee Co-pay: \$4,300 – most of that came from the Insurance line item
  - d) Broadband debt is in question and is going to be researched to see if we can take it out of the budget.
- 4) Recycling Committee is giving us a heads up regarding the future numbers for recycling. The rates may jump after 2020, FY 21. We recycled 180 tons of material. We were getting funds for the material previously. Now we may have to pay to have it removed. We used to get \$20 a ton. Worst case is that we may have to pay \$75.
- 5) Motion passed unanimously to approve the minutes of April 2, 2019 as amended.
- 6)
- 7) Motion passed unanimously to support Article 1: Regional Assessment Method.
- 8) Motion passed unanimously to support Article 2: CPA.
- 9) Motion passed unanimously to support Article 3: Appropriate \$2,500 for CPC.
- 10) Motion passed unanimously to support Article 4: Habitat for Humanity
- 11) Motion passed unanimously to support Article 5: Old Town Hall Restoration
- 12) Motion passed unanimously to support Article 6: Change MLP from 5 to 3 members
- 13) Motion passed unanimously to support Article 7: Establish a MLP Enterprise Fund
- 14) Motion passed unanimously to support Article 8: Appropriate \$402,514.20 the MLP Fund
- 15) Motion passed unanimously to support Article 10: Set Salary for Town Officials
- 16) Motion passed 5 in favor, 1 opposed to support Article 11: Transfer Free Cash for Town Clerk
- 17) Motion passed unanimously to support Article 12: Pass the Budget
- 18) Motion passed unanimously to support Article 13: Free Cash to Unemployment.

- 19) Motion passed unanimously to support Article 14: Transfer \$10,000 of Free Cash to Town Building Repair Fund
- 20) Motion passed 5 in favor, 1 opposed to **not support** Article 15: Citizen's Petition
- 21) Article 16: Amend Zoning Bylaw
- 22) Article 17: Amend Zoning Bylaw
- 23) Article 18: Amend Zoning Bylaw
- 24) Article 19: Amend Zoning Bylaw
- 25) Motion passed unanimously to support Article 20: Receive Highway Reimbursement Chapter 90
- 26) Motion passed unanimously to support Article 21: Authorize Treasurer to borrow funds.
- 27) Motion passed unanimously to support Article 22: Select Board to apply, accept grants
- 28) Motion passed unanimously to support Article 23: Appoint Catherine Hilton
- 29) Motion passed unanimously to support Article 24: Transfer from Free Cash \$2,082 for landscaping at Elementary School.
- 30) Motion passed 4 in favor, 2 opposed to support Article 25: Approve to transfer from Free Cash the sum of \$5,699 for washer and dryer for Fire Dept.
- 31) Motion passed 4 in favor, 2 opposed to support Article 26: Approve to transfer from Capital Stabilization the sum of \$64,354 for a new chassis for the Fire Dept. Rescue vehicle.
- 32) Motion passed unanimously to support Article 27: Transfer of Free Cash for \$800 for Veteran Flag holders.
- 33) Motion passed unanimously to support Article 28: Approve to transfer from Free Cash the sum of \$6,290.24 for a prior year to the Center for Applied Behavioral Instruction
- 34) Motion passed unanimously to support Article 29: Approve to transfer from Free Cash the sum of \$7,076.52 for a prior year to the Center for Applied Behavioral Instruction
- 35) Motion passed unanimously to support Article 30: Approve transfer from Free Cash \$389 for a bill of prior years to the SHRAB Records Grant
- 36) Motion passed unanimously to support Article 31: Approve transfer from Free Cash \$528 for a bill of prior years to Casella of Holyoke.
- 37) Motion passed unanimously to support Article 32: Revolving Funds
- 38) Meeting adjourned 9:45pm
- 39) Future Meeting Schedule:
  - a) Tuesday, April 30, 2019, Town Meeting Final Prep
  - b) Saturday, May 5, 2019, Town Meeting