

**Shutesbury Finance Committee Minutes**  
**April 13, 2017 - Shutesbury Town Hall, 7pm**

**Members Present:** Eric Stocker, Elaine Puleo, Bob Groves, Jim Hemingway, Weezie Houle and Jim Walton  
**Members Absent:** George Arvanitis **Non-Members present:** Becky Torres, Mike Vinsky, Jeff Lacey, Ellen McKay

- 1) Approve minutes from April 13, 2017 as amended.
- 2) Ellen McKay reports that there were 929 bills paid online
- 3) Jim presents a satellite view of the sidewalk. Becky explained what area the quote was for. Ellen suggests we vote up to a certain amount. Eric counted 40/140 with cracks.
- 4) Motion passed 4 in favor, 1 opposed, and 1 abstention, votes to fund the SES sidewalk repair on the north side of the building up to \$35,000.
- 5) Jeff Lacey presented data on shortening the shotguns for less than \$100.
- 6) We will consider reducing the Police Expense line item 82 by the amount of the cost of shortening the guns.
- 7) Ellen McKay is concerned that the issues that were raised this year. The projects don't go away. The school needs a new roof as does the Town Hall. We are going to need to fund the SES playground.
- 8) Budget Changes
  - a) Reduce Police by \$1,000
  - b) Increase WiredWest line item by \$1,000
  - c) Increase County Retirement by \$15,311
  - d) Increase the SES by approximately \$3,263
- 9) Motion passed unanimously to support the above budget changes
- 10) Total Budget: \$6,282,952 – a 2.1% increase, Levy increase: \$83,000, an increase of 1.7%
- 11) Shutesbury Finance Committee Fiscal Year 2018 Budget Report discussion. This document will be presented at Town Meeting.
- 12) Reviewed / Endorsed the following Warrant Articles for ATM
- 13) **Article 1.** To see if the Town will vote to amend the Amherst Pelham Regional School District Agreement such that, notwithstanding Section VI, for Fiscal Year 2018 only, 10% of the operating budget assessment shall be allocated to each town based on proportionate shares of a five year average of statutory minimum contributions (FY14-18) and the other 90% will be allocated to the member towns in accordance with the per-pupil method found in the Amherst Pelham Regional School District Agreement. Since FY18 minimum contributions will not be finalized at the time of this vote, the District will use the state's preliminary figures with estimated corrections provided by the state **(Sponsor: Select Board) Finance Committee**  
**Requires majority vote - Motion approved for Finance Committee Recommends this article**
- 14) **Article 2.** To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Section 13E, which allows the establishment of, and appropriation or transfer of money to, a reserve fund to be utilized in the upcoming fiscal years, to pay, without further appropriation, unanticipated or unbudgeted costs of special education, out-of-district tuition or transportation. - **Motion approved for Finance Committee Recommends this article**
- 15) **Article 3.** To see if the Town of Shutesbury will vote to act on the recommendation of the Community Preservation Committee on the fiscal year 2018 budget to transfer the following sums of money from the Community Preservation Fund estimated annual revenues: \$5,100 to Open Space; \$5,100 to Historic Resources; \$5,100 to Community Housing; and \$32,000 to the FY18 Community Preservation Fund budgeted reserve, or take any action relative thereto. **(Sponsor: Community Preservation Committee) Requires majority vote - Motion approved for Finance Committee Recommends this article**
- 16) **Article 4.** To see if the town will vote to appropriate \$2,500 from fiscal year 2018 Community Preservation Fund estimated annual revenues for necessary and proper administrative and operation expenses of the Shutesbury Community Preservation Committee, or to take any action relative thereto. **(Sponsor: Community Preservation Committee) Requires majority vote - Motion approved for Finance Committee Recommends this article**
- 17) **Article 9.** To see if the Town will vote to set the salary compensation for all elected officials of the town (Select Board, Town Clerk, Moderator and Constable) as provided by MGL Chapter 41, Section 108, to be made effective from July 1, 2017, as contained in the budget, or take any other action relative thereto.

- (Sponsor: Personnel Board and Select Board) Finance Committee Requires majority vote Motion approved for Finance Committee Recommends this article**
- 18) **Article 10.** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide a sum of money to meet town expenses including operations, capital, salaries and school expenses of \$6,328,113.00 by raising the sum of \$6,307,688.00 and transferring \$20,425.00 from the Septic Betterment Fund, for the fiscal year beginning July 1, 2017, or take any other action relative thereto. **(Sponsor: Select Board and Finance Committee) Finance Committee Requires majority vote Motion approved for Finance Committee Recommends this article**
- 19) **Article 11.** To see if the Town will vote to approve the following parcels of land trade for Special Legislation. The trade includes the following town parcels:\_\_\_\_\_. **(will insert article when received from town counsel) Motion approved for Finance Committee Recommends this article**
- 20) **Article 13.** To see if the Town will vote to accept and expend funds available from the State for Highway reimbursement programs, such as the Chapter 90 program, without further appropriation, or take any other action thereto. **(Sponsor: Select Board) Finance Committee Requires majority vote Motion approved for Finance Committee Recommends this article**
- 21) **Article 14.** To see if the Town will vote to authorize the Treasurer, with the approval of the Select Board, to borrow money from time to time in anticipation of revenues for the fiscal year beginning July 1, 2017 in accordance with the MGL Chapter 44, Section 4 and to issue a note or notes therefore, payable within one year, to renew any note or notes as may be given for a period of less than one year in accordance with the provisions of the MGL Chapter 44, Section 17, or take any other action relative thereto. **(Sponsor: Select Board) Finance Committee Requires 2/3rds vote - Motion approved for Finance Committee Recommends this article**
- 22) **Article 15.** To see if the Town will vote to allow the Select Board to apply for, accept and expend state, federal and other grants, which do not require a town appropriation, or take any other action relative thereto. **(Sponsor: Select Board) Finance Committee Requires majority vote - Motion approved for Finance Committee Recommends this article**
- 23) **Article 16.** To see if the Town will approve the appointment pursuant to MGL Chapter 268A, Section 21A of Catherine Hilton as a Board of Health Administrative Consultant while also serving as an elected official on the Board of Health, or take any other action relative thereto. **(Sponsor: Personnel Board) Finance Committee Requires majority vote - Motion approved for Finance Committee Recommends this article**
- 24) **Article 19.** To see if the Town will vote to approve a transfer from Free Cash of \$25,020, for flooring at the Shutesbury Elementary of 4 classrooms. **Finance Committee Requires majority vote - Motion approved for Finance Committee Recommends this article**
- 25) **Article 20.** To see if the Town will vote to approve a transfer from Free Cash of \$35,000, for sidewalk repair at the Shutesbury Elementary School. **Finance Committee Requires majority vote - Motion approved for Finance Committee Recommends this article**
- 26) **Article 21.** To see if the Town will vote to approve a transfer from Free Cash of \$25,000, for Town Building Repair and Maintenance. **Finance Committee Requires majority vote - Motion approved for Finance Committee Recommends this article**
- 27) **Article 22.** To see if the Town will vote to approve a transfer from Free Cash of \$25,000, for paving of the fire station parking lot. **Finance Committee Requires majority vote - Motion approved for Finance Committee Recommends this article**
- 28) **Article 25.** To See if the Town will vote to authorize the following revolving funds for certain town departments under MGL Chapter 44, Section 53 E1/2 for the fiscal year beginning July 1, 2017, and to further authorize that any surplus in said accounts exceeding the amounts reflected below in the surplus column will be directed to the general fund at the end of the fiscal year, or take any other action relative thereto. **(Sponsor: Select Board) Finance Committee Recommends Requires majority vote - Motion approved for Finance Committee Recommends this article**

Revolving fund	Authorized to spend	Revenue source	Use of fund	FY2018 spending limit	Surplus column cap
Dog and control	Town Clerk and Dog Officer	Licenses, fines and donations	Supplies and animal care	\$1,000	\$1,000
Recycling	Recycling Coordinator and Town Administrator	MIRF, grants, bulky waste, garbage bags, recycling containers	Expenses, stipend and equipment	\$25,000	\$5,000
Fire Inspections	Selectboard	Fire inspection fees	Pay Fire Inspector or assistant	\$3,000	\$1,000
Electrical Inspections	Selectboard	Electrical Inspection fees	Pay Electrical Inspector or assistant	\$4,000	\$1,000
Plumbing Inspection	Selectboard	Plumbing Inspection fees	Pay Plumbing Inspector	\$5,000	\$1,000
Swimming Exercise	Selectboard	Swimming Exercise fees	Pay instructor	\$3,000	\$1,000
Library	Library Board of Trustees	Grants, fines, sales, dog Licenses, bequests	Materials & Expenses	\$10,000	\$7,500
Conservation	Commissioners	Local Wetland Protection Permit Fees	Education, outreach, and maintenance of property	<b>\$3,000</b>	\$1,000
Flu Vaccine	Board of Health	Reimbursements for Flu shots & grants	Flu Clinic Expenses	\$1,500	\$1,500
SRECS Solar Renewable Energy Certificates	Selectboard	Contract payments for Solar PV Production	Renewable & Conservation Energy Projects	\$30,000	\$40,000
Total Spending				\$83,500	

29) **Article 29.** To see if the Town will vote to transfer \$125,000 from Free Cash to the OBEB Trust fund.

**Motion approved for Finance Committee Recommends this article**

30) **Mike told us the Selectboard would most likely be introducing their own budget at the ATM**

31) **Motion passed 5 in favor and 1 abstention to not approve any other budget other than the Finance Committee budget presented in a Warrant Article at Town Meeting.**

32) Committee Report

a) Regional Agreement – George – The committee has received three proposals and George will send them to us in email.

33) Meeting adjourned at 9:40pm

34) Next Meeting: Thursday, April 13, 2017, 7pm

35) Upcoming FY17 Meeting Schedule

a) Tuesday, April 18, 2017, 6:30pm

b) Tuesday, May 2, 2017

c) Wednesday, May 3, 2017, 7pm

d) Thursday, April 13, 2017, 7pm, Prep for Town Meeting

e) Saturday, May 6, 2017, 8:30am, Town Meeting

f) Thursday, June 8, 2017, 7pm