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2022 APR -5 AM 8:07
MILLBURY, MASS.
FINANCE COMMITTEE
Minutes
Zoom Meeting 871 4448 6667

Date: March 28, 2022

Time: 6:30 p.m.

Present: Cooper, Wells, Pratt, Kuphal, Cooney, O'Connell

Absent: None

Meeting called to order at 6:30 p.m.

Motioned by Cooney, seconded by Wells to accept the minutes of March 21, 2022 as written.
Cooney, yes; Wells, yes; Pratt, yes; Cooper, yes; Kuphal, yes

Jennifer Barrett, Finance Director and Sean Hendricks, Town Manager, were present at the meeting.

Kevin Kuphal: We should probably do the Reserve Fund Transfers first.

Jennifer Barrett: I have been holding an invoice until we get the transfers approved.

Kevin Kuphal: How imperative is it that we vote on the budget tonight?

Sean Hendricks: You can look at the budget and see if there are any other questions you have on anything that has been submitted. You can wait until next week to vote them, but I would say that next week would be the latest.

Kevin Kuphal: Is BVT coming tonight?

Jennifer Barrett: Jen had said that they would not be available tonight, but that they could come next week.

Reserve Fund Transfers

Kevin Kuphal: The first transfer is for Norfolk Agricultural School. This is due to additional dollars needed for Special Education.

Motioned by Cooney, seconded by Wells to transfer \$204.00 from the Reserve Fund to Account 001.341.5320.000000 (Norfolk Agricultural School). Cooney, yes; Wells, yes; Pratt, yes; Cooper, yes; O'Connell, yes; Kuphal, yes

Kevin Kuphal: Our next transfer is for fuel in the amount of \$15,000.

Nicole Cooney: Will this get us to the end of the fiscal year?

Sean Hendricks: We were hoping that. We are using more fuel at this time in addition to the price increase.

Jennifer Barrett: We are currently low in our storage tanks. We will be looking for another transfer in May from another line item in order to fill the tanks up and get through the end of the year. This will pay the current invoice that I have been holding. We will probably need an additional \$30,000-\$40,000 to get through the end of the year.

Motioned by Cooney, seconded by Wells to transfer \$15,000 from the Reserve Fund to Account 001.495.5400.000000. Cooney, yes; Wells, yes; Pratt, yes; Cooper, yes; O'Connell, yes; Kuphal, yes

Sean Hendricks: We are in a position now, where we know that the prices are going up. We will probably bump up next year's budget.

Jen O'Connell: Where will the additional money for this budget come from?

Sean Hendricks: There are some line items that are not fully spent. There will be no supply spending in June.

Jen O'Connell: I am talking about next year.

Sean Hendricks: We don't know what our bottom line number is yet.

Jen O'Connell: Do you anticipate the School Department cutting their budget?

Sean Hendricks: They have already adopted their budget. I have asked them to cut it to at least 4%, but they also know that you will be adjusting the budgets.

Jen O'Connell: I would like them under the 4%. I would be okay with what you recommend. I think we will have to figure out the schools next week.

Russell Wells: What year are we in the contracts with the Schools?

Sean Hendricks: The teachers will start their new contract in July. I am not sure when the other contracts are up.

Russell Wells: Are these 3 year contracts?

Sean Hendricks: Yes, they are.

The Committee went through the budget to see which ones still need to be talked about. The budget will be voted on next week along with the Warrant.

Jen O'Connell: I want to revisit the Town Manager's budget next week.

Jen O'Connell: I would like to put a hold on the Police budget. With putting all of the details in this budget, I want to make sure that I understand how this is going to be kept within budget.

Sean Hendricks: It will be maintained by the Police Chief and the departments involved with the details.

Jen O'Connell: I would like to put a hold on the Tree Warden budget until next week.

Nicole Cooney: I would like to put a hold on the Public Works Operations budget until next week.

Jen O'Connell: I would like to put a hold on the Council on Aging budget until next week.

All School budgets were put on hold until next week.

Jennifer Barrett went over the current usage of the Fuel budget in comparison to what we are looking at for next year.

Sean Hendricks: The Board of Selectmen will be closing the Warrant tomorrow evening. You will get it on Wednesday, so you can review it before your meeting next week.

Charles Cooper: In the Animal Control budget, the salaries increased by \$5,000 and the expenses decreased by the same amount. What is the reason for this?

Sean Hendricks: I believe that this is because one of the salaries, Barn Inspector, was under professional services. We just put it where it belongs. I think this was also done this past year.

Motioned by Cooney, seconded by Wells to adjourn at 7:37 p.m. Cooney, yes; Wells, yes; Pratt, yes; Cooper, yes; Kuphal, yes

Jeff Donnell

Brundell Wells

Robert M. Pratt

Nicol d. Cooney