

Minutes
Heath Finance Committee Meeting
December 14th , 2021
(amended 12/28/2021)

Present: Tom Lively (Chair), Will Emmet (Secretary), Robert McGahan, Ned Wolf, Alice Wozniak

Tom called the meeting to order at 6:37 PM

1. Gloria Fisher sent a note about having in-person only fincom meetings. A motion was made by Will and seconded by Ned to provide a Zoom link for public access. Public comments will be permitted at the conclusion of business. Motion carried 5-0.
2. Item 5: Reviewed minutes of October 21st. Alice made motion to accept as read, Bob seconded. Motion carried 5-0.
3. Item 6: Reviewed budget calendar. We are scheduled to meet with the select board on December 21st to solidify the budget calendar milestones. According to the calendar, a budget kickoff meeting should occur with a joint fincom/select board meeting. Alice pointed out that February through March of 2022 should be reserved for department budget hearings. The "important dates" document is the outline for the budgeting process. Tom stated that the December 21st meeting with the select board is the official kickoff meeting for the FY23 budget cycle. The "important dates" document will be updated following this meeting.
4. Item 6A: Reserve fund transfer request for assessors. Alice laid out two alternatives: (a) 1200.00 to migrate Patriot Properties software to server, or (b) 1800.00 to convert and migrate software (better). There is 4000.00 in the reserve fund. There is a process request procedure. Motion was tabled until Alice submits an official transfer request. Vote would be possible at that point (December 21st meeting?).
5. We discussed Alice's department head budget letter to be reviewed by select board.
6. Item 8: MTRSD budget meeting update. Alice stated that there would be a 4 to 5% increase in Heath's assessment over last year. The end of the Hawlemont school district agreement would save some money and would offset the MTRSD increase.
7. Item 8b: Review capital plan and format in Excel. There are actually two documents-the Town Debt and the Capital Plan from 2017. The Capital Plan includes highway equipment replacement for example. Bob and Will volunteered to do the conversion to Excel.
8. Item 9: Bob's letter regarding ways to save money for the town was discussed and will need further discussion in January.
9. Will made a motion to adjourn, Ned seconded. Motion carried 5-0.
10. Meeting adjourned at 8:41 PM

Respectfully Submitted

William T. Emmet