

Minutes
Heath Finance Committee Meeting (Virtual)
January 13th, 2022
(amended 17 March 2022)

Present: Tom Lively (Chair), Will Emmet (Secretary), Robert McGahan, Alice Wozniak (arrived at 7:08 PM)

Absent: Ned Wolf

Guests: Sue Lively, Gloria Fisher, Nina Marshall, Claire Rabbitt, Bob and Sue Gruen, Jan Carr, Bob Viarengo, Jean Gran, Peter Charow, Betsy Kovacs

1. Tom called the meeting to order at 6:37 PM
2. Review and approve minutes of December 28th, 2021
 - a. No changes. Bob moved to accept minutes as read. Will seconded. Vote 3-0 (Alice not present)
3. Item 5: Community Hall closing for winter-discussion and preparation of report to send to selectboard. The following is a summary of the discussion as transcribed from the Zoom audio.
 - a. Tom: one office in Community Hall is still being used by the town nurse (Claire Rabbitt).
 - b. Claire: Tuesdays and Thursdays
 - c. Tom: we need to look at merits of closing Community Hall for the winter. Specifically, we need to collect information on insurance, heating, electricity usage, propane (kitchen) and telecommunications.
 - d. Sue Gruen: Look at insurance costs for empty vs occupied building and savings realized by moving vs. not moving nurse's office.
 - e. Tom: Not a requirement to insure a town building.
 - f. Sue Gruen: What is the status of CH repairs? Are they starting in January? Will CH be ready for spring occupancy?
 - g. Tom: We don't know building repair status.
 - h. Sue Gruen: Are there any plans to sell either Community Hall or Sawyer Hall?
 - i. Tom: We haven't heard anything.
 - j. Nina: Is the water source shared between CH and SH? How would that work?
 - k. Tom: Water could be shut off at CH and pipes could be drained.
 - l. Nina: Status of CH repairs?
 - m. Tom: We haven't seen information.
 - n. Claire: Moving nurse's office to Jacobs Rd will be a challenge, particularly during the current weather. Feels CH is safer for families obtaining flu vaccinations. Worried about exposure at Jacobs Rd. Doesn't really understand what actual CH construction involves.

- o. Sue Gruen: Request that closure of CH be postponed until facts and figures are in and the tradeoffs between COVID safety and heat/utility savings have been carefully considered. Furnace/heating zone problem in SH also needs to be addressed.
 - p. Tom: There would be savings. Just a matter of how much.
 - q. Jean Gran: Building must be heated to 50-55F to prevent mold. Insurance will be higher for empty building. These will cancel savings.
 - r. Alice enters meeting at 7:08 PM: Understand that space heaters are being used in CH and SH. This will drive electrical costs higher.
 - s. Bob Gruen: People who worked in CH and SH not consulted about move. OK for some to move to Jacobs Rd for safety. Others who wished to remain for their safety were not given equal consideration.
 - t. Tom: Hold off on further questions until more information is available. What is status of fincom's information gathering?
 - u. Will: still gathering oil consumption numbers.
 - v. Bob: CH has separate electrical meter.
 - w. Jan: Use accountant's expense reports.
 - x. Alice: Look at previous couple of years.
 - y. Will: regarding insurance, what constitutes an empty vs. occupied building?
 - z. Tom: Phone system at CH...there was a recent fairly large bill from Verizon. Don't we now have broadband with voice over data phone service?
 - aa. Tom: We still have work to do. Anything else? Insurance: Bob/Will. Phone system: Tom
 - bb. Nina: Concerned about uninsured historic building. Better ways to save money than being uninsured. Alice concurs that savings might be better realized elsewhere.
 - cc. Sue Gruen: heating imbalance (hot upstairs, cold downstairs) in SH needs to be addressed. Money needed for new furnace.
 - dd. Tom: Is town nurse using a space heater?
 - ee. Claire: Doesn't know. Wall-mounted heating unit with fan and thermostat. Not portable heater unit.
 - ff. Bob Verangelo: CH needs to remain insured. What savings are realized with heat set at 62 F?
4. Item 6: Stabilization Accounts
 - a. Alice: Accountant is using software that is no longer generally supported. Only Hilltown Accountants are supported at this point. New software is 35k-40k. We need to be adding 5-7k per year to a software stabilization account to prevent this problem in the future. Likewise, we need to contributing 5-7k per year to an IT stabilization account to allow replacement of obsolete computer hardware.
 5. Item 7: See above regarding IT (technology).
 6. Item 8: Article 3 consolidation discussion.
 7. Nina, Bob Gruen: Thanks for allowing for an open dialog, etc.
 8. Tom: Next meeting set for 6:30 PM on January 20th via Zoom.
 9. Will made a motion to adjourn, Alice seconded. Vote 5-0 and motion carried.
 10. Meeting adjourned at 7:56 pm

Respectfully Submitted
William T. Emmet