

**FINANCE COMMITTEE MEETING
TUESDAY, JUNE 2, 2020**

A meeting of the Finance Committee (FC) was held on Tuesday, June 2, 2020. Due to the COVID-19 pandemic, participants were invited to join the meeting by video conference. Mr. D'Amico called the meeting to order at 7:04 PM.

ATTENDANCE:

PRESENT: Howard D'Amico (Chair), Carol Gogolinski, Michael Hutnak (Vice Chair), Sandy Kuipers, Phil Landry (joined 7:25 PM), Heather Morin, Lynne Mussulli, Dick Vanden Berg

ABSENT:

NON-VOTING: Jeanne Lovett (Finance Director)

1. FY21 BUDGET DISCUSSION:

Ms. Lovett did not have any new information since the joint meeting last week with the Board of Selectmen.

Ms. Lovett stated that Douglas is one of the few towns in the Blackstone Valley that will be having Town Meeting in the fall. She thinks budget numbers may be received from the State in July.

Douglas will submit a budget to the State that will require the Dept. of Revenue to allow the Town to deficit spend. Spending projections for July, August, and September will need to be submitted.

A budget public hearing still needs to be held prior to the September Town Meeting. Ms. Lovett will get the calendar from Suzanne Kane.

Mr. D'Amico would still like to hear from the School Committee

2. RESERVE FUND TRANSFERS/VOUCHERS:

There were no Reserve Fund transfers.

3. INTER/INTRA DEPARTMENTAL TRANSFERS:

Ms. Lovett explained the transfers. She met with the department heads and reviewed their budget needs through June 30, 2020. These transfers are being done to fill those needs. Some transfers are within departments and others are between departments. She reviewed the transfers.

Ms. Lovett will be seeking reimbursement from FEMA or from the Cares Act Funds for COVID-19 related expenses. Civil Defense is not eligible for reimbursement.

Ms. Lovett explained how the School Committee is paying wages for all school employees' regular hours. Discussions were held, including open positions.

Mr. Vanden Berg made a motion to approve the transfer of \$500 from Town Clerk Salaries to Town Clerk Expenses. Mr. Hutnak seconded the motion. Vote: Aye-8.

Ms. Mussulli made a motion to transfer \$10,000 from Highway Administrative Salaries to Public Building Maintenance Expenses. Ms. Morin seconded the motion. Vote: Aye-8.

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Mr. Vanden Berg made a motion to transfer \$3,300 from Highway Administrative Salaries to Highway Administrative Expenses. Ms. Morin seconded the motion. Vote: Aye-8.

Mr. Vanden Berg made a motion to transfer \$2,800 from Highway Administrative Salaries to Highway Maintenance Expenses. Mr. Hutnak seconded the motion. Vote: Aye-8.

Ms. Mussulli made a motion to transfer \$1,300 from Highway Administration Salaries to Monitor Wells. Ms. Morin seconded the motion. Vote: Aye-8.

Mr. Hutnak made a motion to transfer \$500 from Building Inspector Expenses to Building Inspector Wages. Mr. Landry seconded the motion. Vote: Aye-8.

Ms. Lovett explained that any COVID-19 expenses not related to a specific department were placed under Civil Defense.

Mr. Vanden Berg made a motion to transfer \$8,000 from Health Insurance to Civil Defense Expenses. Ms. Mussulli seconded the motion. Vote: Aye-8.

Mr. Vanden Berg made a motion to transfer \$18,000 from Health Insurance to Civil Defense Salaries. Ms. Mussulli seconded the motion. Vote: Aye-8.

Mr. Vanden Berg made a motion to authorize the Chair to sign the transfers. Mr. Hutnak seconded the motion. Vote: Aye-8.

4. MINUTES: January 28, March 10, May 12, and May 19, 2020:

Approval of the January 28, 2020 Finance Committee meeting minutes was deferred to the next meeting.

Mr. Vanden Berg made a motion to approve the March 10, 2020 Finance Committee meeting minutes as presented. Ms. Mussulli seconded the motion. Vote: Aye-8.

Ms. Kuipers made a motion to approve the May 12, 2020 Finance Committee meeting minutes as presented. Mr. Vanden Berg seconded the motion. Vote: Aye-8.

Mr. Vanden Berg made a motion to approve the May 19, 2020 Finance Committee meeting minutes as presented. Mr. Landry seconded the motion. Vote: Aye-7, Ms. Gogolinski abstained.

5. OLD BUSINESS/NEW BUSINESS:

New Business: It was decided to reorganize after Town Meeting.

Old Business: There was no old business.

6. NEXT MEETING DATES:

The next meeting will be June 30, 2020 at 7:00 PM.

7. ADJOURNMENT:

Mr. Vanden Berg made a motion at 7:48 PM to adjourn the Finance Committee meeting. Mr. Landry seconded the motion. Vote: Aye-8.

Respectfully submitted,

Mary Wright
Recording Secretary

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