

**FINANCE COMMITTEE MEETING
TUESDAY, JUNE 30, 2020**

A meeting of the Finance Committee (FC) was held on Tuesday, June 30, 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 7:00 PM.

ATTENDANCE:

PRESENT: Howard D'Amico (Chair), Phil Landry, Heather Morin, Lynne Mussulli, Dick Vanden Berg

ABSENT: Carol Gogolinski, Michael Hutnak (Vice Chair), Sandy Kuipers

NON-VOTING: Jeanne Lovett (Finance Director)

1. FY21 BUDGET DISCUSSION:

Ms. Lovett talked about how the recent Uxbridge Town Meeting at the Valley Chapel maintained social distancing during this COVID pandemic. She has encouraged the Douglas Town Clerk to reach out to the Uxbridge Town Clerk.

Ms. Lovett received an email from the State saying they will not have State numbers, and they will be using House numbers for now. There has been no change in information regarding the FY21 budget.

Douglas has submitted a July spending budget, which has been approved. A spending plan will need to be submitted for each month up until the September 12, 2020 Town Meeting. One-twelfth of the highest fiscal year's budget must be submitted, even though the Town will be spending less than that. The July budget had to be increased to meet that minimum.

The School payroll is light for July and August because teachers' salaries for those months go towards next year's budget.

Mr. Landry asked to know which towns in the Blackstone Valley have had and which have not had town meetings. For those which have held their town meetings, he asked for a general understanding of their budget adjustments due to COVID. Ms. Lovett said that Uxbridge used the House numbers. Ms. Lovett will reach out to the other towns.

2. RESERVE FUND TRANSFERS/VOUCHERS-Possible Vote(s):

There were no Reserve Fund transfers.

3. INTER/INTRA DEPARTMENTAL TRANSFERS-Possible Vote(s):

There were no transfers.

4. DISCUSS BLACKSTONE VALLEY TECH (BVT) LETTER:

Mr. D'Amico stated that the "President" of BVT sent a letter stating that there is no direct vehicle for BVT to get money from COVID stimulus programs, and asking all participating towns to think of BVT as they approach requests for financial assistance. Ms. Lovett does not know if schools have access to funds other than the CARES Act.

Douglas will be receiving \$789,454 from the CARES Act, which cannot

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supplement the Revenues budget. Those funds can only be used for expenses related to COVID. She sent in a second submission for the CARES Act today. The first submission was for approximately \$30,000; today's submission was for approximately \$10,000. The Town has not filed for FEMA reimbursement yet. A discussion was held.

5. MINUTES: January 28, and June 2, 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 June 2, 2020 Finance Committee meeting minutes as presented. Ms. Mussulli seconded the motion. Vote: Aye-5.

6. FINANCE COMMITTEE-FY20 PAYROLL & EXPENDITURES PROCESSED:

Ms. Lovett provided a list of expenditures paid by the FC in FY20. This fiscal year, only one flyer was mailed out for Town Meeting. Next fiscal year, the FC will be mailing out three flyers.

7. OLD BUSINESS/NEW BUSINESS:

New Business: Ms. Lovett asked that the FC look back at meeting minutes and let her know if they would like to meet with any department prior to the September Town Meeting. The Board of Selectmen have had discussions about changes to the Community Development Department and discussions relating to budget changes due to the reduction in State Aid. Ms. Lovett recommended that Mr. D'Amico ask Town Administrator Matt Wojcik for a status prior to the 7/28/20 meeting.

Old Business: There was no old business.

8. NEXT MEETING DATES:

The next meeting will be July 28, 2020 at 7:00 PM. Mr. D'Amico asked Ms. Lovett to ask Mr. Wojcik to attend this meeting. He also asked that she ask a member of the School Committee to be present as well.

9. ADJOURNMENT:

Ms. Mussulli made a motion at 7:48 PM to adjourn the Finance Committee meeting. Ms. Morin seconded the motion. Vote: Aye-5.

Respectfully submitted,

Mary Wright
Recording Secretary