

## Event Details

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### Finance Committee

Tuesday, January 23, 2024

**Date:** January 23, 2024

**Time:** 7:00 PM

**Location:** Resource Room

**Address:** Municipal Center  
29 Depot Street  
Douglas, MA 01516

Douglas Finance Committee  
Agenda

Town Hall, Resource Room

Depot Street, Douglas MA

January 23, 2024

7:00 p.m.

1. Call to order
2. Town administrator update on the budget
3. Review minutes, Dec. 12, 2023
4. Reserve Fund transfer request
5. Upcoming schedule:
  - a. Feb. 13
  - b. Feb. 27
  - c. March 12—alternative room?
  - d. March 26—alternative room?
  - e. April 9
  - f. April 23
  - g. Town meeting is May 6, 2024
6. Open session for topics not reasonably anticipated 48 hours in advance
7. Adjournment

Douglas Cable is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/87675246881>

Meeting ID: 876 7524 6881

PLEASE NOTE: ALL WISHING TO JOIN THIS MEETING WILL NEED AN AUTHENTICATED ZOOM ACCOUNT

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For information about the Zoom platform, including how-to videos and forms for requesting a Zoom meeting:

<https://douglas-ma.gov/530/Remote-Meetings>



## *CONTACT*

The Town of Douglas

Municipal Center

29 Depot Street

Douglas, MA 01516

[Contact Us](#)



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**FINANCE COMMITTEE  
TUESDAY, JANUARY 23, 2024  
RESOURCE ROOM**

Attendance: Chair Dick Vandenberg, Vice chair Sandy Kuipers, Lynne Mussulli, Mike Hutnak, Heather Morin (remote), Howard D'Amico

Absent: Carol Gogolinski, Ryan Hogan (excused)

Dick Vandenberg called the meeting to order at 7:01 PM.

1. (0:40 TS) Reserve Fund transfer request

Kristin Harris with the Board of Health and Bruce Haskell with Lang Environmental engineer for the town land fill are present. Ms. Harris stated that the land fill was capped in the late 80's to help stop rainwater from infiltrating the waste and their reports have shown that over the years it has started to settle and that needs to be fixed. The amount requested for this project is \$4,400.00. Mr. Haskell stated that there has been ponding which has to be reported to DEP and DEP requires it to be repaired and the \$4,400.00 is to get initial survey and ideas of what must be done to the areas and what the cost would be to move forward in the next step of repairs. The next step of the process would include a permit from the DEP and importing some soil to raise the area that has settled. The request is for \$4,400.00 to be transferred from reserve fund to landfill maintenance for the use of exploring what the problem is and what needs to be done to repair it, and that depending on what they find there will be a subsequent appropriation to fix the problem.

(10:35 TS) Motion to approve the reserve fund transfer of \$4,400.00 to landfill maintenance made by Sandy Kuipers, 2<sup>nd</sup> by Mike Hutnak. Roll call vote – Sandy Kuipers, Lynne Mussulli, Howard D'Amico, Dick Vandenberg, Mike Hutnak, Heather Morin all in favor.

2. (12:40 TS) Town Administrator updated on the budget

Matt Wojcik is not available for tonight's meeting because he is sick. The Committee discussed that most of them will not be here for the February 13 meeting.

(15:25 TS) Motion to cancel the February 13, 2024, meeting made by Howard D'Amico, 2<sup>nd</sup> by Sandy Kuipers. Roll call vote – Sandy Kuipers, Lynne Mussulli, Howard D'Amico, Dick Vandenberg, Mike Hutnak, Heather Morin all in favor.

(16:20 TS) Motion to schedule the meeting for January 30, 2024, made by Sandy Kuipers, 2<sup>nd</sup> by Howard D'Amico. Roll call vote – Sandy Kuipers, Lynne Mussulli, Howard D'Amico, Dick Vandenberg, Mike Hutnak, Heather Morin all in favor.

3. (17:20 TS) Meeting Minutes: December 12, 2023

(19:30 TS) Motion to approve the December 12, 2023, meeting minutes made by Mike Hutnak, 2<sup>nd</sup> by Howard D'Amico. Roll call vote – Sandy Kuipers, Howard D'Amico, Dick Vandenberg, Mike Hutnak all in favor, Lynne Mussulli and Heather Morin abstained.



4. (20:10 TS) Open session for topics not reasonably anticipated 48 hours in advance.


Dick Vandenberg emailed committee members a couple paragraphs for the annual report for everyone to review.

5. (22:40 TS) Upcoming schedule:
- a. Feb 13 – The committee rescheduled the meeting to January 30, 2024
  - b. Feb 27
  - c. March 12 – alternative room?
  - d. March 26 - alternative room?
  - e. April 9
  - f. April 23
  - g. Town Meeting is May 6, 2024

Ms. Lovett will schedule the department heads for the meetings and ask the schools to come to the February 27 meeting. Ms. Kuipers is asking that if a department is asking for new staff that they supply an outlay of a reason for the need of the additional staff to be able to have the information to provide the town with that prior to the meeting. The Committee would also like to have a formal request to the school that they be prepared to answer the questions they had about the school choice accounts.

(34:10 TS) Motion to adjourn the meeting made by Mike Hutnak, 2<sup>nd</sup> by Lynne Mussulli. Roll call vote – Sandy Kuipers, Lynne Mussulli, Howard D'Amico, Dick Vandenberg, Mike Hutnak, Heather Morin all in favor.

Respectfully submitted,

  
Stephenie Gosselin