



PUBLIC NOTICE POSTING REQUEST TO OFFICE OF TOWN CLERK

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BOARD/COMMITTEE/ORGANIZATION: Finance Committee



MEETING

☐ PUBLIC HEARING

DAY of WEEK/DATE: Tue March 1st, 2022

TIME (AM/PM): 7:00pm

Location: TOWN OFFICES: 2nd Floor Hallway

NOTICE OF MEETING

AGENDA

- Roll call to establish quorum
- Public Comment: *To receive oral communications from members of the public. Members of the public may address the Finance Committee for up to 3 minutes, longer with the permission of the Chair. The Finance Committee will not engage in discussion on topics raised during public comment but may choose to add the topic to a future agenda. This agenda segment will be limited to 15 minutes unless the time is extended at the discretion of the Chair.*
- Review & approve meeting minutes from Feb 1, 2022 meeting (below)
- Review current financial statements
- Town Administrator's report, including FY23 budget updates
- Old Business
 - Committee reports: CPC, DCC
- New Business
- Next meeting
- Adjourn

SUBMITTED BY (Name & Title): Erica Coles Jacobsen, Finance Committee Chair

All meeting notices must be filed and time stamped in the town clerk's office and posted on the municipal bulletin board 48 hours prior to the meeting in accordance with MGL Ch. 30A, § 18-25. This *may not* include Saturdays, Sundays or legal holidays. Newbury Municipal Offices are open Monday, Wednesday, Thursday 8am-4pm and Tuesday from 8am-7pm, closed Fridays.

Faxed or Emailed postings must reach the Clerk's office during business hours 48 hours prior to the meeting.

MEETING NOTICES WILL ALSO BE POSTED ON THE TOWN WEBSITE
www.townofnewbury.org

Draft Newbury Finance Committee Minutes for 1 February 2022

Attending were: Linda Allen, Joe Ali, Eugene Case, Frank Visconti, Erica Jacobsen (Chair) and Marshall Jespersen. A quorum thus being established the meeting was called to order at 7:02 by chairman Jacobsen.

The Chair read the notice for a zoom meeting the text of which is included here:

Introduction to Remote Meeting

“Good evening. This February 1st, 2022, Open Meeting of the Newbury Finance Committee meeting is being conducted remotely. In accordance with the “Act relative to extending certain COVID-19 measures adopted during the State of Emergency,” which extends the Governor’s March 12, 2020 “Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A § 20,” until April 1, 2022, this public meeting is being conducted remotely. It will be recorded and a recording will be found on the Newbury Access YouTube Channel. This Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible *physical* location and allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

For this meeting, the Newbury Finance Committee is convening by video conference via Zoom as posted on the Finance Committee’s Agenda, which can be found on the Town’s Website and which identifies how the public may join. You may join us by going to <http://zoom.us> and entering **Meeting ID** 891 1958 8258 or by **calling +1 929 205 6099 US (New York)** and entering the meeting ID number when prompted. Passcode: 986863

For “Zoom” Meetings

Please note that this meeting is being recorded and that attendees are participating by video and/or telephone conference. The recording will be available on the Newbury Access YouTube Channel.

Meeting Materials

Meeting materials were provided to the Board members prior to the meeting for review.

Meeting Business Ground Rules

Before we turn to the first item on the agenda, permit me to cover some ground rules for effective and clear conduct of our business and to ensure accurate meeting minutes.

- I, as Chair, will introduce each topic and speaker on the agenda. After speakers conclude their remarks, I will ask all committee members to provide any comment, questions, or motions. Use the “raise hand” function – and please hold until your name is called. Further,
 - For all attendees except Finance Committee members and staff, please remember to mute your computer (mute button) or your phone (*6 to toggle mute/unmute) when you are not speaking;
 - Please use earbuds/ear phones with tablets/cell phones
 - Please remember to speak clearly and in a way that helps generate accurate minutes.
 - Please be aware that video participants can see you, and that you should take care not to “screen share” your computer. Anything that you broadcast may be captured by the recording.
- For any response, please wait until I yield the floor to you, and state your name before speaking.
- When Finance Committee members wish to engage in discussion with other members, please do so through me, taking care to identify yourself when you wish to speak.
- Each vote taken in this meeting will be conducted by a roll call vote.

- Public Comment: There will be an opportunity for public comment after opening remarks. Members of the public may address the Finance Committee for up to 3 minutes, longer with the permission of the Chair. The Finance Committee will not engage in discussion on topics raised during public comment but may choose to add the topic to a future agenda. This agenda segment will be limited to 15 minutes unless the time is extended at the discretion of the Chair.
- I will seek questions and comments through the Zoom **Raise Hand** function:
 - **Video conference participants** – to “raise your hand,” hover over the bottom of the Zoom window below the photo gallery and click on the **yellow hand** that appears. If you don’t see a yellow hand, click on the “Participants” button – a list of participants will open and display on the right. At the bottom of this participant area you will see an option to click on a **Raise Hand** button. Please ensure your name is fully and correctly displayed on the participant list (you may rename yourself by using the “More” function next to your name).
 - **Telephone participants** – to “raise your hand” in a Zoom meeting, **hit *9** on your phone key pad
- I will then allow comments from members of the public who have raised their hands, in the order in which they are listed, which is determined by the order in which people click on the Raise Hand function. Each participant will be called on to provide his or her name and address, and then ask a question or make a comment. Your hand will be lowered when you have been given the ‘floor’ for your questions. I will then continue down the list of those in the Raise Hand column and again afford the member of the public an opportunity to speak.”

This recitation will not be included in future Finance Committee meeting minutes, but will be referenced to the minutes of this 1 February meeting by example.

There was no Town Administrators report.

A motion was made by Linda Allen to accept the minutes of the 4 January 2022 report. The motion was seconded by Joe Ali. Members voting:

Erica Jacobsen,	Yes
Gene Case	Yes
Linda Allen	Yes
Marshall Jespersen	Yes
Frank Visconti	Yes

Capital Planning Committee will be meeting on Thursday of this week and will have a report for our next meeting.

The Newbury Master Plan is now in the hands of a consultant who is working on moving that project forward, further updates will be posted as we learn of the progress of the effort.

DCC The District is working with Salisbury to have them take ownership of the Salisbury Elementary School back from TRITON.

A rewrite of the regional agreement is in the works for spring of 2023, the agreement then would have to pass a vote of all three of the towns to take effect.

The foundation enrollment numbers are in, we have a total enrollment of 2,203 students with Newbury having 644, Rowley 691 and Salisbury 868. Our minimum local contribution to Triton is \$6,266,464, up \$355,893 (5.7%) from last year. The budget will change after the committees work on it, the final number is due to the towns by the 1st of March.

Our next scheduled meeting is 1 March 2022 at the Town Hall on Kent Way. We are scheduling an in-person meeting, but it may be changed at the discretion of the chair.

There being no other business before the committee a motion to adjourn being made by Marshall Jespersen and seconded by Linda Allen, a vote was taken:

Erica Jacobsen,	Yes
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Joe Ali	Yes
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Gene Case	Yes
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Linda Allen	Yes
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Marshall Jespersen	Yes
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Frank Visconti	Yes
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The meeting was adjourned at 7:25.