



PUBLIC NOTICE POSTING REQUEST TO OFFICE OF TOWN CLERK

Fax: 978-572-1228

Email: townclerk@townofnewbury.org

BOARD/COMMITTEE/ORGANIZATION: Finance Committee

MEETING

PUBLIC HEARING

DAY of WEEK/DATE: Tue February 1, 2022

TIME (AM/PM): 7:00pm

Location: ZOOM – see link below

Topic: Town of Newbury-Finance Committee Feb 1, 2022

Time: Feb 1, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89119588258>

Meeting ID: 891 1958 8258

Passcode: 986863

One tap mobile

+19292056099,,89119588258# US (New York)

+13017158592,,89119588258# US (Washington DC)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 891 1958 8258

Find your local number: <https://us02web.zoom.us/j/89119588258>

Join by Skype for Business

<https://us02web.zoom.us/j/89119588258>

NOTICE OF MEETING AGENDA

- Call to order
- Opening remarks by Chair for remotely conducted open meetings
 - Confirm member access
 - Roll call to establish quorum
 - Introduction to remote meeting
- 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.

- Town Administrator's report
- Old Business
 - Approve minutes of January 4, 2022 (below)
 - Updates from committees: CPC, Master Plan, DCC
- New Business
- Next meeting, Tue March 1, 2022 7pm
- Adjourn

Note: The matters listed above are those reasonably anticipated by the Chair to be discussed at the meeting. This Agenda may be updated or revised after initial posting. Not all items listed may in fact be discussed, and other items not listed may be brought up for discussion to the extent permitted by law.

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**

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. The recording will be found on the Newbury Access YouTube Channel.

Draft Fin Com Minutes for 4 January 2022

Attending were: Linda Allen, Eugene Case, Tom Howard, Frank Visconti, Erica Jacobsen (chair) and Marshall Jespersen. A quorum thus being established the meeting was called to order at 7:01 by chairman Jacobsen.

Also attending was Tracy Blais, Town Administrator.

The Committee discussed our operating standard with respect to allowing persons from the public to voice their comment in person at our meetings during the public comment section of the meeting. Comments may become topics for future meetings at the discretion of the chair. A motion was made and seconded to confirm our current operating standard. The vote was 6 in favor, 0 abstentions, 0 negative.

The Committee discussed whether to switch back to a zoom format for our meetings. The decision was made to stay with our current format with the option, at the discretion of the chair, to resume remote meetings as deemed appropriate. A motion was made and seconded to allow the chair to determine if and when to hold our meetings as zoom meetings at their discretion. The committee voted to approve the process, 6,0,0.

Reserve fund transfer requests: the following 3 reserve fund transfers were discussed,

1. A request from our reserve fund to the insurance premium for the building at 25 High Road, prior police station. Since the building is not occupied our insurance costs are going up. Upon a motion made and seconded the committee voted to approve the transfer of \$8,000 from Reserve Fund to cover added insurance costs for the existing building at 25 High Road, Newbury. The vote passed, 6,0,0.
2. A request was made to transfer \$3,495.82 from the reserve fund to police vehicle account to cover the cost of some urgent repairs. After discussion and debate a motion was made and seconded to authorize the transfer of the requested funds from our reserve fund to the police vehicle account. The vote passed, 6,0,0.

3. A request was made to transfer the amount of \$20,000 from free cash to the IT department to support the Fire Department's request for an upgrade in email and phone service to be located at 12 Kent Way. While there are rumors that FIOS is coming to Newbury, it is not here yet and we don't know when it might be. Since this is a public safety issue the committee made and seconded a motion to approve the transfer of \$20,000 from the reserve fund to the Fire Dept account in support of the IT upgrades. The motion passed 6,0,0.

Our reserve fund balance as of the 4th of January is \$118,504.18 and our certified free cash as of the 1st of July 2021 (the start of FY 2022) is \$4,931,255.00.

The committee plans a capital planning slide for the ATM including what assets we have and their renewal over time.

Newbury has received ARPA funds of \$2.1 million and we have committed \$550K to the Council on Aging and \$100K to the food pantry. There are no other grant proposals on the table. We have to be very careful to stay within the guidelines of what is allowed by law. To that end we have hired a consultant to guide us through the process. The cost of the consultant is \$200,000. We have to stay within the guidelines for this fund and the guidelines are not year clear. The spending we do under this program is eligible for federal audit.

A motion was made and seconded to accept the catch-up minutes from past meeting. Upon review and discussion, a vote was called and the acceptance of the minutes passed 6,0,0.

No CPC update at this meeting.

The Master Plan is being worked on. The Town has hired a consultant to bring forward those elements of the master plan that have been completed or which are close to completion and, utilizing the new census date, bring that effort forward. The Select Board will reappoint a Master Plan Committee.

DCC update - all towns have approved a Statement of Interest to go to the Commonwealth for possible funding of a study of the alternatives for addressing the building situation for Triton campus. The towns are also looking at an alternative assessment methodology for going forward to replace the state formula. This is still very much a work in process.

Our next meeting will be on the 1st of February 2022 at the Town Hall, 12 Kent Way, Byfield, MA 01922. Subsequent meetings are scheduled to the 1st of March for the regular meeting of the Finance Committee and the 29th of March for a joint meeting with the Select Board. The Annual Town Meeting is scheduled to be held on the 29th of April 2022.

There being no other business before the committee a motion being made and seconded the meeting was adjourned at 7:58.