

YARMOUTH FINANCE COMMITTEE MINUTES
Yarmouth Town Hall, Room A
July 12, 2017

Present: Joseph Goldstein, Chairman, Cathy Romboli, Vice Chair/Clerk,
Nathan Ladley, Robert Ciavarra, Jack Moylan, Ken Mudie

Absent: Sean Hanlon

Administration: Ed Senteio, Director of Finance

The meeting was called to order at 6:30 by Joseph Goldstein Chairman

1. **Minutes** Minutes were reviewed and accepted.

2. **Fin Com Administrative Items** The meeting began with questions and concerns about the timely presentation of transfer request submitted to committee. Also a discussion of the possible need for more frequent Fin/Com meetings to review all department budgets in view of expectations of their use of a zero based budgeting model. It was suggested in view of this change the frequent meetings may help to set the process in motion. The committee received a handout of Board of Selectmen Mission and Goals. The committee members reviewed Selectmen's Goals specifically **5F** which could reinforces the new focus point for all departments. The members set up calendar dates for the upcoming fiscal year. A copy of the agreed upon dates will be emailed to all members. A handout of the 2019 Budget schedule was provided to each committee member present.

3. **Transfer Requests** Copies of transfer requests were reviewed by the committee members.
 - a. Motion to accept the Health & Life Insurance transfer request was made by R. Ciavarra and second K. Mudie. Vote 6-0
 - b. Transfer request for funds to police wage deficits due to Leave on Disability and other factors. The committee discussed the adjustment of funds from free cash. Motion to accept transfer request was made by R. Ciavarra and second K. Mudie. Vote 6-0. The finance director answered questions related to free cash concerns. A consultant group supported by grant money will study and review fire and police departments. Agenda item 4 will be discussed in next meeting. There is a need for interview of new members to be added to the Capital Budget Committee.

4. **Fiscal Year 2019 Budget Priorities Continue** Copy of the Fin/Com Fiscal priority list from 6/28/17 meeting was given as a handout to each committee member. Members reviewed the list and made adjustments and additions as they felt necessary.
5. **Non Profit Discussion Continued** Copy of nonprofit list from 6/28/17 meeting was reviewed and discussed. Clarification were made related to grants and 5013c questions and their impact on financial responsibility to the town future budgets. Also discussions of procedural process relating to financial responsibility and accountability for the funds accepted by departments. A statement was discussed rewording for clarification purposes and a motion to accept was made by K. Mudie and seconded by R. Ciavarra. Vote 4-0.

7. **Adjourn** Motion to adjourn at 8pm was made by J. Moylan and seconded by K. Mudie Vote 6-0

Respectfully submitted,

Beverly A. Bachand