

Town of Hubbardston

Finance Committee – Meeting Minutes April 25, 2019

Meeting called to order: 6:34 PM in the Slade Building
Members present: Dave Conaghan, Shannon Erb, Joshua Lerner, Susan Rayne, and Chuck Reed
By invitation: Ryan McLane, Town Administrator

- 1) *Discussions Regarding Review of Relevant Town FY20 Budget Line Items and Relevant Warrant Articles.* The Chair first noted that the Director of Communications, Rutland Regional Emergency Communication Center, had again indicated his inability to attend the meeting, and that the Chair, Community Preservation Commission, had not responded to the Chair's invitation to attend.
- 2) *Review of Town's Draft FY20 Budget and Draft Warrant Articles.* The Committee reviewed and discussed with the Town Administrator the versions of the Town's draft FY20 budget and the draft Annual Town Meeting Warrant submitted to the Board of Selectmen on April 22, 2019. Mr. McLane noted that Town counsel had determined that a Special Town Meeting was not required to address the articles previously included on the draft Warrant for that meeting, and that those articles were now part of the ATM Warrant. Mr. McLane also called to the Committee's attention the redrafting of Article 24 regarding the creation of the proposed stabilization fund through a Prop 2 ½ override, with the funds raised and appropriated to be used for road repair, paving, and maintenance.

The Committee noted its inability to take any action with respect to the Articles in the draft ATM Warrant that were submitted by the Community Preservation Commission due to the lack of visibility into the Commission's finances and the inability to meet with the Commission's Chair to discuss them. Mr. McLane further noted that Article 23 proposed by the Community Preservation Commission regarding the proposed appropriation of funds by the Town to pay a loan to repair the First Parish Unitarian Church raised questions that Town Counsel was addressing.

The Committee next noted that two Articles (Articles 27 and 32) pertained to the acceptance of Streeter Road as a public way and that Article 33 pertained to the petition of the General Court to enact special legislation relative to private road maintenance. Due to a conflict of interest, Mr. Reed was recused from the meeting at 7:10 p.m. and left the meeting while the remaining Committee members deliberated. Upon motion duly made by Mr. Conaghan and seconded by Ms. Erb, it was unanimously (with Mr. Reed recused)

VOTED: To recommend Articles 22, 27, and 32 of the ATM Warrant to the Town at the June 4, 2019 Annual Town Meeting and that the final ATM Warrant so indicate.

At 7:17 p.m. Mr. Reed was invited to rejoin the meeting and he did so. The Committee then commenced its deliberations on the remaining ATM Warrant Articles. Upon motion duly made by Mr. Conaghan and seconded by Mr. Reed, it was unanimously

VOTED: To recommend Articles 1 through 8 inclusive, Articles 10 through 16 inclusive, and Articles 24, 25, 26, and 28 through 31 inclusive of the ATM Warrant to the Town at the June 4, 2019 Annual Town Meeting, and to take no position on Articles 17 through 23 of the ATM Warrant, and that the final ATM Warrant so indicate.

VOTED: To recommend Article 9 of the ATM Warrant to the Town at the June 4, 2019 Annual Town Meeting, where the Fiscal Year 2020 Operating Budget to be included in Appendix A of the ATM Warrant is that draft submitted to the Board of Selectmen on April 22, 2019 and showing the Quabbin Regional School District Assessment as \$4,693,548, and that the final ATM Warrant so indicate.

Mr. McLane asked the Committee to consider its response should the District counter with a proposed assessment for the Town that exceeds \$4,693,549 (this number representing a 4.45% increase over the prior year's assessment) but is less than the assessment of \$4,864,608 currently requested by the District. Following discussion, no vote was taken, but it was the Chair's 'sense of the meeting' that were a vote to be taken the Committee would recommend an increased assessment of more than 6% only if it were funded through a Prop 2 ½ override and not through further cuts to the Town's budget. The Chair agreed to communicate to the Chair of the Board of Selectmen in advance of the Board's April 29, 2019 meeting the substance of the vote to recommend Article 9 set forth above, together with this 'sense of the meeting' and the substance of the vote taken at the Committee's April 16, 2019 meeting to recommend the Board propose to the QRSD member towns and the District that the member towns (a) align the timing of the member towns' property reassessments such that they occur in the same fiscal year and (b) amend the QRSD Agreement to provide that the member towns equally fund the QRSD annual budget based solely on the percentage of their resident student enrollments. The Chair also agreed to reach out to New Braintree's finance committee to continue her discussion regarding New Braintree's reaction to its QRSD assessment.

- 3) *Approval of Minutes.* On motion made by Ms. Erb and seconded by Mr. Conaghan, the Committee unanimously voted to approve as submitted, but with the correction of typographical errors, the minutes of the meeting of the Committee dated April 16, 2019. The Chair will make those corrections and submit the minutes electronically for posting.
- 4) *New Business.* Mr. McLane presented to the Committee the current version of the Town's Financial Management Procedures, written to be consistent with the Town's Financial Policies, and as published on the Town's website.

Mr. McLane presented to the Committee the proposed agreement with the Town of Templeton and the joint accountant to serve both towns. The Committee expressed its support for this proposed agreement.

- 5) *Adjournment.* The Chair reminded the Committee of the next scheduled Committee meeting, notice of which will be given as required by applicable law:
 - a) May 13, 2019 (Joint with Planning Board and Board of Selectmen)

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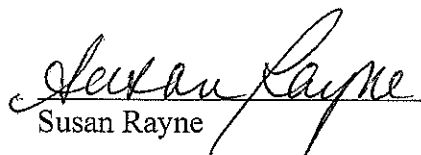
The Chair agreed to reach out again to the Director of Communications, Rutland Regional Emergency Communication Center, and the Chair, Community Preservation Commission, to see if either could meet with the Committee on May 13, 2019 and prior to the joint meeting with the Planning Board and Board of Selectmen.

There being no further business, on motion duly made by Ms. Erb and seconded by Mr. Reed, the Committee unanimously voted to adjourn.

Adjourned at 8:39 P.M.

Minutes submitted by: Susan Rayne, Clerk *Pro Tem*

Minutes approved by: Susan Rayne, Chair


Susan Rayne

Date: 6/20/19