

**Town of Hubbardston
Finance Committee – Meeting Minutes
July 11, 2017**

Meeting called to order: 6:31 PM in the Slade Building
Members Present: Shannon Erb, Tim Hart, Susan Rayne

- 1) On motion made by Mr. Hart and seconded by Ms. Erb, the Committee unanimously voted to approve the following minutes of meetings of the Committee as submitted:
 - a) Minutes of meeting dated October 20, 2015, to be published unofficially due to the continuing lack of a quorum of the members then elected or appointed to approve them.
 - b) Minutes of meeting dated March 20, 2017.
 - c) Minutes of meeting dated April 4, 2017.
 - d) Minutes of meeting dated May 5, 2017, with correction.
- 2) The Committee reviewed and discussed the proposed two-page summary of the FY2017 year end transfer requests totaling \$56,755.06, including an amount of winter deficit spending totaling \$54,836.59 to be offset by tax recap, and a further transfer request of \$7,500 to Legal from DPW Wages. On motion made by Mr. Hart and seconded by Ms. Erb, the Committee unanimously voted to approve all of the requests for transfer.
- 3) The Committee reviewed the proposed 2018 board/committee/departments liaison list and identified Committee liaison assignments. The list is posted with these meeting minutes.
- 4) The Committee noted the extraordinary amount of legal fees prompting FY 2017 year end transfer requests. Pursuant to the authority granted to it by Chapter IX of the General Bylaws of the Town, on motion made by Mr. Hart and seconded by Ms. Erb, the Committee unanimously voted to conduct its internal audit of all legal fees paid by the Town for the twelve-month period ended June 30, 2017.
- 5) There being no further business, on motion duly made by Mr. Hart and seconded by Ms. Erb, the Committee unanimously voted to adjourn.

Adjourned at 7:32 P.M.

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


Susan Rayne

Date: 5-29-18