



TOWN OF FREETOWN
Finance Committee

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MEETING MINUTES: Wednesday, April 15, 2020 @ 5:00 PM

A Virtual Meeting of the Freetown Finance Committee was held on Wednesday, April 15, 2020 @ 5:00 p.m

PRESENT: Gary Martin, Chairman, Katie Calheta, Carol Woldorf, Craig Rosen, Robert Anderson and Christine Shea-Dupras

ABSENT: Huguette Lord

ALSO PRESENT: Kent Wilkins and Catrina Goncalves, Recordings Clerk

This is a Virtual Meeting. The recording of this meeting is posted on the freetownma.gov website; Town of Freetown You Tube Channel

Meeting called to order at 5:12 PM

Opening Statement, read by Chairman Gary Martin.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions on the Open Meeting Law, G.L. 30A, section 19, and the Governor's March 15th, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Freetown Finance Committee is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort is being made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to view this meeting while in progress may do so by accessing by joining the meeting themselves. Instructions can be found on the meeting posting on freetownMA.gov, accessible from the Minutes & Agendas section. A recording of this meeting will be posted to the Town's YouTube channel as soon as we are able.

TOPIC: Approval of Meeting Minutes on 2/12/20

MOTION:

Ms. Calheta makes a motion to approve the 2/12/20 Meeting Minutes, seconded by Mr. Rosen, approved 4-0. Mr. Alderson and Christine Shea-Dupras abstaining.

ROLL CALL VOTE:

Gary: Aye **Christine:** Abstain **Katie:** Aye **Craig:** Aye **Carol:** Aye **Bob:** Abstain

Motion carries

TOPIC: Transfer Requests

Mr. Martin states the first transfer order is from the Finance Committee, dated on March 3, 2020. The Transfer order is for \$800 to cover the salary of the Finance Committee Clerk. The Board of Selectman approved the amount.

MOTION:

Motion made by Mr. Alderson, to approve the transfer of \$800 from the reserve fund, seconded by Ms. Woldorf

Roll Call Vote: Gary: Aye Christine: Aye Katie: Aye Craig: Aye Carol: Aye Bob: Aye

Motion carries

Transfer Request

Mr. Martin states the second transfer request is for \$250 from the Highway Department, dated February 26, 2020. The amount is to cover the overtime for Highway Department employees. The Board of Selectman approved the amount on March 9, 2020.

MOTION:

Motion made by Mr. Alderson to approve the transfer of \$250 from the reserve fund, Seconded by Ms. Woldorf.

Roll Call Vote: Gary: Aye Christine: Aye Katie: Aye Craig: Aye Carol: Aye Bob: Aye

Motion Carries

Transfer Request

Mr. Martin states the third transfer request is from Town Administrator, David DeManche, dated March 12, 2020, for \$16,408.46 to be transferred from the reserve fund to cover Legal Fees. Presently, there is a balance of \$57,311.59 in the account, and if the transfer is approved, \$73,720.05 will be the new balance.

The reason for the transfer request is the amount of legal fees are higher than expected in Fiscal year 2020. Various legal matters are still outstanding, we have 3 Town Meetings yet to be billed, and the remaining bills will represent a monthly average or slightly higher amounts. The amount requested represents the average legal bill in FY 20, multiplied by 5 for the number of bills yet to be received, and an additional \$5,000 has been added in order to avoid a transfer request in the future.

Mr. Martin states according to the email correspondence from Ali Golz, she believes the bills will not be as high as Mr. DeManche anticipates, due to courts being inactive, and lawsuits being on hold, therefore the current balance should be sufficient. If that is the case, Mr. Martin states if the balance is not enough, another transfer request can be submitted in the future

Mr. Alderson states the Finance Committee does not pay estimated bills, and the committee has a grace period after June 30th, if there are any residual bills.

MOTION:

Motion made by Mr. Alderson to not approve the \$16, 408.46 transfer request, seconded by Ms. Woldorf

Roll Call Vote: Gary: Aye Christine: Aye Katie: Aye Craig: Aye Carol: Aye Bob: Aye

Motion Carries.

TOPIC: Signatures

Mr. Martin states ordinarily members would sign the transfer requests, but due to the remote meeting, he is requesting permission to sign for all members.

MOTION:

Motion made by Mr. Alderson to allow Mr. Martin to sign the Transfer request for all members, Seconded by Ms. Calheta

Roll Call Vote: Gary: Aye Christine: Aye Katie: Aye Craig: Aye Carol: Aye Bob: Aye

Motion Carries

TOPIC: New business/open Discussion

Mr. Alderson states the committee should look into level funding the budget for the Town, for every department and employee, as opposed to approving budget increases to be rejected later due to shortfalls in the state budget. Mr. Alderson also expressed concern the Finance committee is not represented at union contract negotiations and due the current crisis having an unknown impact on state budgets, Mr. Alderson suggests contacting the Superintendents Office for any financial information the committee can use.

Mr. Martin questioned Ms. Shea-Dupras if the Finance Committee is involved in any Union Contract negotiations. Ms. Shea-Dupras answers the Town of Wrentham is not involved, nor is Foxboro.

Mr. Wilkins questions Ms. Calheta if she has any information regarding the School Budget coming up short due to the state budget. Ms. Calheta stated the last meeting was canceled, but she is sure no decisions have been made and is waiting for more information.

MOTION:

Motion made by Mr. Alderson to adjourn meeting, seconded by Ms. Woldorf

Roll Call Vote: Gary: Aye Christine: Aye Katie: Aye Craig: Aye Carol: Aye Bob: Aye

Motion Carries

Meeting adjourned at 5:47 PM

This is a true record by me

Attest: Catrina Goncalves
Recordings Clerk