

**Town of Charlton**  
Finance Committee Minutes  
Charlton Senior Center

Date: January 15, 2020 Meeting came to order at 6:30pm  
Minutes taken by: Ashley Obrzut, Clerk

**Attendees:** Henry Camosse- Chairman, John Grondalski, Jason Julian, Keith Johnson, Carol Brodeur, Cory Hanson

**Absent:** Joe Spiewak- Vice Chairman, Maura O'Connor

**Guests:** Donna Foglio- Town Finance Director, Andrew Golas-Town Administrator, Curtis Meskus-Building Commissioner, Fire Chief, Police Chief, Deputy Fire Chief, Police Lieutenant, Robbie Barton- Public Safety Building Committee, Ralph Fiske- Public Safety Building Committee, Charlton Board of Selectmen (Bill Borowski, Karen Spiewak, David Singer)

- 1. Call meeting to order**
  - a. Henry Camosse called the meeting to order at 6:30 PM on January 15<sup>th</sup> 2020.
- 2. Approval of Minutes from Previous Meeting**
  - a. Keith Johnson made a motion to accept Finance Committee meeting minutes from January 15, 2020, John Grondalski second. Jason Julian Abstains as he was not at the meeting but acknowledges. All other members in favor, minutes accepted
- 3. Introduction of Andrew Golas – Incoming Town Administer**
- 4. Report of Municipal Building Committee by Curtis Meskus – Building Commissioner**
  - a. The Municipal Building Committee put together a report (attached) that states the important items that they see with the town owned buildings that need to be addressed over the next 5 years.
- 5. Review of Finance Committee 2020 Goals**
  - a. Adopted by Fin Com Aug 21<sup>st</sup>, 2019 (See attached same goals from last year)
- 6. Discussion with BOS on 2021 Budget Parameters**
  - a. Henry reading the previous meeting goals for budget season (see attached updated with current year dates)
  - b. Discussion of level servicing the budget for the FY21 year
- 7. Update from Finance Director on Budget compilation progress**
  - a. Only missing 3 budgets which we are working on (Debt Service, Retirement, Insurance, Recreation).
  - b. Capital Request Form to be sent to departments yearly, so we can have a capital project list (Bill Borowski suggests adding a funding source also)
- 8. Discussion on Public Safety Building financing**

- a. Approved 28.5 million at ATM in May for PSB, Donna is looking for the 2 boards to approve her to borrow monies to get better figures for May (Design & Development Documents) \$1.418 million needed, gets them to the ability to bid the company and get an actual dollar amount
  - i. Fin Com Supports borrowing of funds. Need BOS to support the borrowing also
  - ii. Board of Selectmen vote to support borrowing 2-1, Chairman Signer and Vice Chair Spiewak are in favor, Bill Borwoski is opposed.
- b. Vice Chair Karen Spiewak spoke on updates about the Capital Campaign Committee and said they were meeting to discuss more on what they spoke to the Treasurer/Collector and Finance Director about how to handle the funds and their plans for fundraising ideas. They already have people saying they will donate funds to the campaign.

**9. Review of request for material for Annual Town Report**

- a. Tabled until next meeting

**10. Other items not known at time of posting**

- a. Highway Request for funding for heater units in highway garage wash bay and mechanics bay. Serve two purposes, to heat the bay and once there is a certain amount of fumes it pumps those out and pumps fresh air in. The heater cores of those units have now failed (they have been having issues with it for a while but it worked). A company came in and said that the firebox in the unit has a crack in it, which is causing the failure. The Units are now old and outdated and we cannot have replacement parts ordered (no one will be able to correctly repair the Fire Box). The DPW Superintendent is requesting to have 2 heater systems put in that are separate from the air units (so we can keep the air units as those are still functioning correctly and it would be less expensive to put in 2 heater systems). He is requesting \$36,000 to have the job performed as soon as possible.
  - i. Discussions on where the funding could come from, this request would bring the reserve fund to \$8,000. The Committee is asking if we can just do 1 heater now, Gerry is recommending that we don't do this since he has men working in the mechanics bay and if the temperature gets to low it can still ruin equipment in that bay (as the wash bay would be the priority). Donna reminding that they are due the refund from cable back to their reserve fund, but Henry is stating that he does not want to count on money he doesn't have in case they don't settle this year).
  - ii. Original Motion to give the DPW up to \$36,000 to purchase two heating systems for the DPW Barn out of the Finance Committee Reserve Transfer Account. Carol made motion, Jason seconds. Discussion from the committee as this would really drain their transfer account.
    - 1. Gerry offered to use his DPW Drainage account, which usually is funding with \$19,000 a year, he offered to use \$12,000 of this towards the project if the Finance Committee could give the remaining.
    - 2. Carol Amend Motion up to \$20,000. Keith Second. All in Favor Motion Passes.
- b. How much do we want to put in the budget for FY21?
  - i. Keith Johnson makes a motion to put \$200,000 Reserve fund account for FY21 Finance Committee Budget. John Grondalski Seconds. All in Favor. Motion Passes

**11. Adjourn Meeting**

- a. Keith Johnson made a motion to adjourn meeting at 8:02 pm, Jason Grondalski seconds. Motion passes. Meeting Adjourns at 8:02 pm on January 15<sup>th</sup> 2020.

**Next Meeting – February 19, 2020**

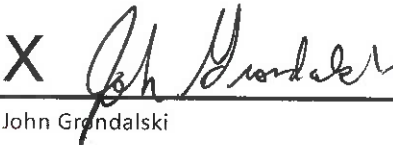
---

Town of Charlton Finance Committee Meeting Minutes

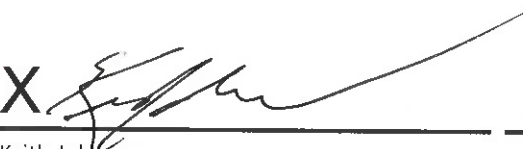
Voted:

X   
Hank Camosse

X ABSTAIN  
Joe Spiewak

X   
John Grondalski

X   
Jason Julian

X   
Keith Johnson

X   
Carol Brodeur

X  
Mara O'Connor

X   
Cory Hanson