



*FINANCE COMMITTEE &
SELECTBOARD*
TOWN OF BERNARDSTON
BERNARDSTON, MASSACHUSETTS

MINUTES OF THE MEETING OF 13 MARCH 2023

PRESENT: Jane Dutcher, Jody Coleman, Stephen Nestanpower, Brian Keir, Ken Bordewieck, Stanley Garland

ABSENT: Brian Hervieux

GUEST: Jennifer Reynolds

The meeting was called to order at 6:38 PM.

The meeting included the following reviews and/or discussions held in the order of their occurrence:

1. The minutes of the joint meeting held 06 March 2023 were reviewed and by a motion made by Mr. Garland and seconded by Mr. Coleman were approved as amended.
2. Ms. Reynolds introduced her budget and then answered questions and offered explanations on the following items within the *Council of Aging Budget for FY 23*. Mrs. Bordewieck was present and offering clarifications via speaker phone:
 - a. The *Outreach* position has been increased to 20 hours per week due to the increased activities. The position is partially paid by the *Sig Grant* for an additional 6 hours;
 - b. There is an increase in the wages of the *Program Grant Coordinator's* position. One and one-half [1½] hours is paid for by the *Exercise Grant*;
 - c. The two *Program Assistant* positions are increasing in the number of hours they work. Part of each of the position's salaries comes from the *Formula Fund* and/or the *SIG Grant*;
 - d. Due to the increase in *Meetings and Seminars* on Cape Cod, there is an increase in funds for these activities because they are worthwhile and educational;
 - e. There is an increase for *Postage Fees* due to the recent increase in postage and the increase in mailings;
 - f. There is an increase in requested *Office Supplies*;
 - g. Ms. Reynolds is the only *COA Staff* member to receive benefits.

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3. The *Powers Institute FY 2024 Proposed Budget* was reviewed with Ms. Reynolds and Mrs. Bordewieck responding to questions and offering explanations on the following items:
- a. *Usage* has decreased causing increases in fees;
 - b. *Cost of Oil* has decreased;
 - c. *Elevator Maintenance* has a slight uptick in expenses;
 - d. *Equipment Repair* has been established at \$ 1500.00, the same as FY 22;
 - e. *Building Maintenance* includes an increase in *Rodent Control* to \$ 2,000.00;
 - f. A new *10-Burner Stove* [cheaper than an *8-Burner Stove*] might be needed as the existing stove is over 20-years old. 50% of the cost would come from *LifePath*;
 - g. The lower floor bathroom will be decommissioned;
 - h. *Building Inspection* fees will remain the same as FY 22;
 - i. The *Septic System Pump* will be replaced;
 - j. The possible new *Kitchen Floor* is awaiting estimates;
 - k. The *Stove Vent* needs to be inspected on top;
 - l. A *Kitchen Cabinet* was removed due to moisture. More shelving is needed for storage;
 - m. The 100 *Aging Chairs* need to be replaced soon;
 - n. There is a *Water Leak* in the basement that needs to be fixed and *PI* is waiting for estimates;
 - o. Any addition to protect the main doors and/or stairs will need to be reviewed and approved according to *Historical Society Regulations*.

During the FY 23 COA/PI Budget discussions, there were 7 Town Residents in attendance.

4. The *Special Funds Report* dated 08 March 2023 was reviewed.
5. The *Summary Report* dated 1 July 2022 – 08 March 2023 was reviewed.
6. The *PVRSD Enrollment* figures were reviewed.
7. The *PVRSD proposed Assessments* were reviewed.
8. *Bernardston's* experiences as a member of the *Mosquito District* were discussed;
 - a. A memo received from the *District* claims none of our fees for FY's 20, 21, 22 and 23 have not been paid;
 - b. There seems to be an inconsistency between what the *District* bills the Town for [\$ 5,000.00] versus what we were told were our fee [\$ 3,000.00].

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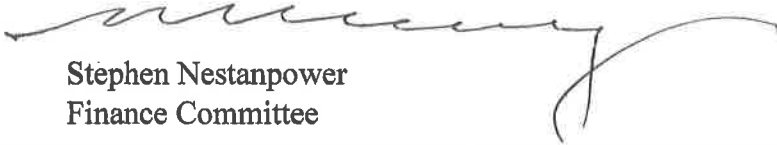
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Our next meeting, scheduled for 6:30 PM, 20 March 2023 at Town Hall will focus on the *Police Budget* including the *Leyden-Bernardston Contract*. Chief Palmeri will be attending.

The meeting adjourned at 8:12 PM.

Respectfully,



Stephen Nestanpower
Finance Committee