



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

RECEIVED
DEC 18 2023
Bernardston Town Clerk

**MINUTES OF THE MEETING OF
6 November 2023**

Present; Jane Dutcher, Brian Hervieux, Jody Coleman, Stephen Nestanpower and Tammy Powell.

Called to order at 6:33pm.

Jane announced that Karen Kelly has taken the interim Town Coordinator job and will not be assisting the Finance Committee.

Review of the meeting minutes from 31 July 2023. Minor corrections were made. Moved by Jody and 2nd by Brian to accept the minutes as correct. Passed unanimously.

Questions on the 24 July Minutes and who may have taken them as they are not on file. Going forward Jane will note on meeting agenda who has taken the minutes of previous meeting.

Previous vote to accept the 31 July minutes has been reconsidered to amend the minutes to strike the last line. Moved by Brian and 2nd by Stephen. Passed unanimously.

Review of minutes from 30 October 2023. Moved by Stephen and 2nd by Brian. Unanimously passed with minor corrections.

Jane noted that 29 November 2023 PVRSD has a meeting and their Finance Committee will also meet.

Jane provided an update on the Town Clerk position. Chris Wysk was offered \$25 per hour to stay until 31 December 2024, she has accepted.

Jane has indicated that the search for Chris's replacement is ongoing. The job description is being finalized.

Jane has informed this committee that our assistant Town Clerk has resigned as of 30 June 2024.

Reviewed a letter Jane had written that will go out to all departments on their budget requests. Upon review, Stephen had suggested and moved we change the wording from "ANY budgets not received in the proper format AND by December 31,2023, should not be funded" to "ANY budgets not received in the proper format AND by December 31,2023, WILL not be funded". 2nd by Jody and unanimously passed. Jane will email this letter as well as distribute it to each departments mail box in the town hall.

Capital Investment spreadsheet is tabled until next meeting.

Jane has indicated that the Selectboard has asked all departments for an inventory.

Our next meeting will be 4 December 2023.

In other business, Jane shared an email from the FRCOG indicating a refund will be coming back to Bernardston. The FRCOG over charged member towns a total of \$466,701.00. Bernardston's refund will be proportional to our assessment.

Lloyd Grover is currently acting Chief of the Fire Department until Peter Shedd's request to the State to allow him to continue as Chief is ruled on.

A block Grant has been had for septic repairs among others, at Country Estates Mobile Home Park in the amount of \$1,260,000.00.

Country Corner's liquor license has been approved as it has changed hands.

Noted that all minutes recorded will go to the Town Coordinator.

Jody has moved we adjourn, 2nd by Stephen and unanimously approved.

Meeting adjourned at 7:15pm.

Respectfully submitted by Brian Hervieux.