



# Ware

MASSACHUSETTS

Finance Committee  
126 Main Street  
Ware, MA 01082

## Finance Committee Meeting

Meeting Location: Selectmen's Conference Room  
Ware Town Hall – 126 Main Street

Meeting Dates: Tuesday, May 4, 2021

Meeting Time: 7:30 pm

**Due to the outbreak of corona (Covid-19) virus, the Governor has announced an emergency order temporarily lifting the requirement of the Open Meeting Law mandating public access to the physical location of the meeting, provided there is a means of remote access.**

**The instructions to join the meeting virtually or by phone (via Zoom) are:**

**To be announced**

**By Phone: +1 929 205 6099**

**Meeting ID:**

**Passcode:**

Meeting Agenda items to be discussed:

1. Review of FY 2022 department budgets
2. Review of stabilization funds and free cash
3. Review and approval of prior meeting minutes
4. Review of any emails or correspondence

At the time of posting of this meeting notice and agenda the above items were the only items known. Should an additional item be brought forward, unless of an emergency nature, it will be placed on a future docket. The general public is invited to this and all meetings of the Ware Finance Committee.

Submitted by

Lynn Nenni  
Finance Committee Chair

May 4, 2021 Meeting Minutes

Finance Committee Members Present: Lynn Nenni, Devin Peterson, Ken Willette, Terry Smith

Special Guests: David Grace, Director of Information Technology

The meeting was called to order at 7:45 pm

Item 1) Review of FY 2022 departmental budgets

David Grace, Director of Information Technology presented the 2022 Information Technology budget to the committee. He gave an overview of the core functions of the department including network architecture and server administration, disaster recovery and backup, server configurations, helpdesk support, PC maintenance and contract management. The IT department currently serves 110 individual users and 140 computers and servers. The total IT budget including capital requests was \$208,680 which represents a \$37,298 increase over FY 2021. The increase was primarily due to an additional charge of \$40,000 for the purchase of new accounting and tax collection software. The new software is accessed via the cloud and will help to reduce the manual entry of transactions, and improve reporting capability.

The committee thanked David for his report and was impressed, noting that the printed power point presentation David provided was a great tool to improve the committee's understanding of the IT budget.

Item 2) Review of stabilization funds and free cash

Postponed to next meeting

Item 3) Review and approval of prior meeting minutes

Motion to approve minutes of April 29<sup>th</sup> meeting: Ken Willette

Second: Devin Peterson

Unanimously approved

Item 4) Review of emails and correspondence

None noted

The committee briefly discussed their preceding meeting with the Board of Selectman, noting the selectman's desire to reduce the town tax rate. The committee expressed interest in supporting the Board and continuing discussions with them to help improve their understanding of the budget.

The meeting was adjourned at 8:45 pm.

Respectfully Submitted

Lynn Nenni

Finance Committee Chair