



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: Thursday, Oct 14, 2021

Meeting Time: 7:00 pm

Meeting Agenda items to be discussed:

1. Free Cash – Projected FY 2021 Balance
2. Review of Quarterly Budget Reports
3. Discussion of Role of Finance Committee at Town Meeting
4. Discussion of Finance Committee Public Hearing on Budget
5. Consideration of Request For Transfer From Reserves
6. Approval of prior meeting's minutes
7. Review of any emails or correspondence since last meeting

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. ***THERE'S AN OPENING FOR ONE (1) NEW MEMBER; APPLY ON TOWN WEBSITE (WWW.TOWNOFWARE.COM) OR WITH TOWN MANAGER.***

Submitted by

Lynn Nenni
Chairman Finance Committee

Meeting Minutes: October 14, 2021

Members Present: Lynn Nenni, Ken Willette, Terry Smith

Special Guests: Stuart Beckley, Town Manager

The meeting was called to order at 7:05.

Item 1) Free Cash – Projected FY 2021 Balance

The free cash report for FY 2021 was not yet certified, therefore this item was tabled.

Item 2) Review of Quarterly Budget Reports

The committee reviewed a draft of the quarterly budget report for the period July 1 to September 30, 2021. It was noted that most of the general fund spending appeared to be consistent with the lapse of the first 3 months of the fiscal year: salaries were 25% expended and purchase of service and supply accounts were generally less than 90% expended. The clothing allowance account in the police department was already 95% spent, as clothing allowance payments are made at the start of the fiscal year, in accordance with the union contract. It was also noted that the reserve for salary and reserve for overtime accounts was missing from the report.

The budget reports for the sewer and water funds also appeared to be on target. The committee expressed their ongoing concern over the sewer rates as the user fees have not generated enough money in the past few years to maintain ongoing operation of the plant without general fund support. In addition, there is no money in the fund balance available for capital spending.

At the conclusion of the budget review the Town Manager said that he did not believe it would be necessary to have a fall or winter Special Town Meeting to approve unforeseen or capital expenditures for the FY 2022 budget, in association with the Finance Committee goals of using Special Town Meetings only for unforeseen events.

Item 3) Discussion of Role of Finance Committee at Town Meeting

The committee decided they would like to take a more active role in the Town Meetings, stating whether or not they agreed with budget articles. Lynn said she will contact the Town Moderator to invite her to a finance committee meeting to hear her suggestions.

Item 4) Discussion of Finance Committee Public Hearing on Budget

The committee agreed to hold a public hearing on the FY 23 budget, tentatively the third week of April, prior to the last budget discussions with the BOE and BOS.

Item 5) Consideration of Request for Transfer from Reserves

There were no transfer requests.

Item 6) Approval of Prior Meeting's Minutes

Move to approve the minutes from the September 30 meeting: Ken Willette

Second: Terry Smith

Unanimously approved

Item 7) Review of E-mails or Correspondence Since Last Meeting

The Town Manager reviewed the response to an e-mail he had sent to the state regarding allowable spending for Cares Act funds. Unfortunately, most of the planned spending of the grant was determined ineligible for reimbursement, as it was not directly tied to the pandemic. Stuart mentioned that it was likely that the items already purchased- security cameras and a drone, would be covered under the ARPA grant. Bulky waste pickup, various technology improvements and digital signs were all classified as ineligible.

The meeting was adjourned at 8:25pm.

Respectfully Submitted

Lynn Nenni