

**TOWN OF STOCKBRIDGE, MA.
JOINT SELECT BOARD FINANCE COMMITTEE MEETING
MINUTES OF WEDNESDAY FEBRUARY 28, 2018 AT 4 PM**

- 1. SELECT BOARD CHAIRMAN CHABON CALLED THE MEETING TO ORDER AT 4:05 PM.**
- 2. SELECT BOARD ATTENDEES: DON CHABON, CHUCK CARDILLO AND TERENCE FLYNN**

FINANCE COMMITTEE ATTENDEES: JAY BIKOFSKY, JIM BALFANZ, MARY BOYCE, DIANE REUSS AND STEVE SHATZ

OTHER ATTENDEES: DIANE FILLIO AND DAVID IRWIN

- 3. THE FINANCE COMMITTEE MEETING MINUTES OF FEBRUARY 22, 2018 WERE APPROVED BY ALL FINANCE COMMITTEE MEMBERS IN ATTENDANCE, 5-0.**
- 4. CHAIRMAN CHABON ANNOUNCED THAT THE SELECT BOARD HAD UNANIMOUSLY APPROVED AND OFFERED THE POSITION OF TOWN ACCOUNTANT TO RAY ELSWORTH WHO HAS ACCEPTED THE OFFER. A STARTING DATE HAS YET TO BE FINALIZED.**
- 5. CHAIRMAN CHABON THEN ANNOUNCED THE APPOINTMENT OF A COMMITTEE TO STUDY PILOTS (PAYMENT IN LIEU OF TAXES) BY THE TOWN'S NON-PROFITS, UNANIMOUSLY APPROVED BY THE SELECT BOARD. MEMBERS INCLUDE TOM STOKES, CHAIRMAN, JAY BIKOFSKY AND GARY PITNEY.**
- 6. CHAIRMAN CHABON MENTIONED THAT DEVELOPMENT OF A TOWN BY-LAW FOR AIR B & B'S WAS BEING REVIEWED BY TOWN COUNSEL, RAY MIYARES.**
- 7. FINANCE COMMITTEE CHAIRMAN JAY BIKOFSKY INTRODUCED DAVID IRWIN, THE TOWN'S SENIOR AUDITOR, FROM ADELSON & COMPANY P.C. TO PRESENT THE DETAILS OF THE EXIT AUDIT FOR THE FISCAL YEAR ENDING JUNE 30, 2017.**

MR. IRWIN REVIEWED THE MANAGEMENT LETTER FOR THE PERIOD ENDING JUNE 30, 2017 WHICH INCLUDED A COVER LETTER, COMMENTS AND RECOMMENDATIONS AS WELL AS THE STATUS OF THE PRIOR YEARS RECOMMENDATIONS. INCLUDED WERE PROPOSED CHANGES TO A SINGLE PAY CYCLE, AN INCREASE OF THE BOND FOR THE TREASURER/COLLECTOR, IMPLEMENTATION OF STANDARDIZED CASH/CHECK TURNOVER SHEETS, AND FAMILIARIZATION WITH GASB #75. ALSO NOTED WAS THE ADOPTION OF A NEW PROCUREMENT POLICY, A PRIOR YEARS RECOMMENDATION.

**PAGE 2: JOINT SELECT BOARD FINANCE COMMITTEE MEETING MINUTES
OF FEBRUARY 28, 2018**

MR. IRWIN THEN PRESENTED THE FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION INCLUDING THE INDEPENDENT AUDITORS' REPORT, MANAGEMENT'S DISCUSSION AND ANALYSIS, GOVERNMENT-WIDE FINANCIAL STATEMENTS, FUND FINANCIAL STATEMENTS, NOTES TO THE FINANCIAL STATEMENTS, REQUIRED SUPPLEMENTARY INFORMATION AND ADDITIONAL SUPPLEMENTARY INFORMATION.

COPIES OF THE MANAGEMENT LETTER, INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS ARE AVAILABLE WITH THE TOWN ADMINISTRATOR.

THE SELECT BOARD VOTED 3-0 TO ACCEPT THE AUDITORS MANAGEMENT LETTER AND FINANCIAL REPORT.

THE FINANCE COMMITTEE VOTED 5-0 ALSO TO ACCEPT THE AUDITORS MANAGEMENT LETTER AND FINANCIAL REPORT.

THE FINANCE COMMITTEE CONCLUDED THAT DISCUSSION WOULD CONTINUE AT FUTURE MEETINGS REGARDING THE TOWN'S RESERVE FUND POLICY, RESTRICTED FUND POLICY, INVESTMENT POLICY AND ROUTINE ELECTRONIC DISSEMINATION OF INCOME AND EXPENSE STATEMENTS.

- 8. TERRI IEMOLINI, TOWN CLERK, PRESENTED HER EXPANDED ROLE TO THE JOINT MEETING INCLUDING RECORD KEEPING, BURIAL AGENT, ETHICS, VOTING, NOTARY, COMPACTOR STICKERS AND CERTIFICATION BY MMA.**

SHE REQUESTED A SALARY INCREASE TO \$43,499.00 PLUS \$1,000.00 FOR CONTINUED CERTIFICATION FROM \$39,499.00.

THE FINANCE COMMITTEE RECOMMENDED APPROVAL BY THE SELECT BOARD FOR INCLUSION IN THE NEW BUDGET 5-0.

THE SELECT BOARD APPROVED THE REQUEST 3-0.

- 9. THE TOWN CLERK PROPOSED REPLACEMENT OF AN AGING VOTER MACHINE AS A WARRANT ARTICLE AT THE MAY, 2018 ANNUAL TOWN MEETING. THE NEW MACHINE WOULD REPRESENT A COST OF \$5,700.00 LESS A \$500 TRADE-IN. NEW NET COST WILL BE \$5,200.00.**

THE FINANCE COMMITTEE VOTED 5-0 THAT THE SELECT BOARD APPROVE THIS WARRANT.

**PAGE 3: JOINT SELECT BOARD FINANCE COMMITTEE MEETING MINUTES OF
FEBRUARY 28, 2018**

**10. OTHER BUSINESS: IT WAS AGREED THAT FUTURE JOINT SELECT BOARD-
FINANCE COMMITTEE MEETINGS WOULD BE SCHEDULED THURSDAY, MARCH,
8 AND THURSDAY, MARCH, 22 BOTH AT 3PM.**

**11. THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT
5:25PM**