

**APPROPRIATIONS COMMITTEE****MEETING MINUTES**

63 Main Street  
 Selectmen's Meeting Room

July 14, 2022

7:00 PM

**MEMBERS PRESENT:** George Brenckle  
 Tim Kaelin  
 Rick Nieber  
 Tony Poteete

**MEMBERS ABSENT:** Janice Hight  
 Robert D'Amico

The meeting was called to order at 7:00 p.m.

**APPROVAL OF MINUTES – APRIL 25, 2022 REGULAR MEETING**

Mr. Poteete moved the Committee vote to approve the April 25, 2022 meeting minutes; Mr. Kaelin seconded the motion; all members voted in favor.

**APPROVAL OF FY 2022 YEAR-END TRANSFERS**

Finance Director Jason Little indicated that “Year-End” budget and “Appropriations Committee Reserve Fund” transfers are being requested to cover deficits in the Town Counsel, Public Buildings and DPW Snow & Ice budgets. The total amount needed is \$305,000, which exceeds the FY2022 Appropriations Reserve Fund budgeted at \$175,000. He proposed that the \$130,000 balance come from an inter-departmental transfer from surplus in the FY2022 Health Insurance budget.

Mr. Little noted that the original Snow & Ice Budget for FY2022 was \$437,000. The final expenditure was \$549,058.35, an exceedance of \$112,058.35 or approximately 25.6%. He added that it has been many years since the Town has not covered the Snow & Ice deficit within the same fiscal year. The Town's practice is to budget the rolling six-year average of snow & ice expenses. Mr. Little noted that the Snow & Ice Budget is one of the only expense lines that can be legally over expended, but the Town has the option to cover the overage with year-end transfers instead of rolling the expense to the next fiscal year.

Mr. Little explained the need for Year-End transfers for the following and provided a brief update on each. The proposed transfers would keep these FY2022 expenses within the same fiscal year and not roll any costs over to FY2023.

Department to Transfer From:

Appropriations Committee Reserve Fund     \$ 175,000

Department to Transfer To:

DPW Snow & Ice     \$ 113,000

Remediation of 101 Colburn Street     \$ 62,000

Mr. Little indicated that interdepartmental transfers are also being proposed for the additional deficits and require approval by both the Appropriations Committee and the Board of Selectmen. The Board of Selectmen approved the transfers below at their June 27, 2022 meeting. The request for interdepartmental transfers are as follows:

Department to Transfer From:

Health Insurance \$ 115,000

Department to Transfer To:

Remediation of 101 Colburn Street \$ 10,000

Town Hall Custodial Coverage \$ 28,000

Town Counsel Appropriation \$ 77,000

Mr. Brenckle moved the Committee vote to approve the FY2022 year-end transfers as presented in the June 24, 2022 memorandum from the Town Administrator and as presented this evening, Mr. Kaelin seconded the motion; all members voted in favor.

**STATE AID UPDATE**

Mr. Little provided a brief update on State Aid that included budgets in the areas of local aid, early education and K-12 schools.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

Mr. Kaelin moved the Committee vote to adjourn; Mr. Brenckle seconded the motion; all members voted in favor.

Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Jason Little  
Finance Director

Documents used during meeting:

1. July 14, 2022 Meeting Agenda
2. April 25, 2022 Meeting Minutes
3. Informational Packet – Year-End Transfers
4. Email – State Aid Update