

**FINANCE COMMITTEE**  
Minutes of the Meeting  
February 6, 2017

1. Chairwoman McMenimen called the meeting to order at 10:05 pm.
2. Chairwoman McMenimen requested that a roll call be taken to record the attendance for the meeting. The Clerk called the roll – committee members Romard, Vidal and McMenimen were present; committee members Fowler and Giordano were not present.
3. Councillor Romard move to accept the minutes of the meeting held on January 17, 2017. The motion was adopted on a voice vote and the minutes were accepted.
4. A request was received from the Mayor to appropriate \$100,000 from Unreserved Fund Balance to account #001-220-5100-5131 Fire Department – Overtime to pay overtime expenses for FY2017. Councillor Vidal moved to hear from an off-committee individual – Deputy Chief Cliff Richardson. The motion was adopted on a voice vote. Deputy Richardson explained the reasons for the additional overtime including retirements of several firefighters, firefighters out on injury at various times and nine new firefighters currently in the Fire Academy to be trained. Councillor Romard asked about the reduction in the Chief's request of \$440,000 to the Mayor's recommendation of \$100,000. The Auditor explained this was a similar strategy the Mayor used last fiscal year to better monitor the Fire OT budget and the Chief could request additional funds later in the fiscal year if needed. Councillor Romard moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$100,000 was approved.
5. The Clerk advised the Committee that the mid-year budget report was included in the packet received last Thursday. Councillor Romard stated additional time is needed to properly review the report. Councillor Romard also inquired if the School Department would provide a similar report. The Clerk informed the Committee that the School Department mid-year is January 31 and the School Committee would need to first review it. The Clerk stated he would contact the School Business Administrator and suggest the School Department appear at the Finance Committee meeting of March 6 or March 20. The Clerk also stated the independent audit report had been recently completed and he would contact the independent auditor to appear at a future Finance Committee to discuss the report. Councillor Romard moved to table the matter of the mid-year budget report until the next Finance Committee meeting of February 21, 2017. The motion was adopted on a voice vote and the matter was tabled.

6. A motion to adjourn by Councillor Vidal was approved by a voice vote and Chairwoman McMenimen declared the Committee adjourned – 10:25 pm.

Paul G. Centofanti – Clerk to the Finance Committee