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By Linda Amerighi at 9:28 am, Dec 20, 2021

SHARON BOARD OF FINANCE
Draft until approved at the next regular meeting

A regular meeting of the Sharon BOF was held on December 14, 2021 at 7PM at the Town Hall. Present were regular members O'Kelly, Bartram, Robertson, Fowler, Bancroft and Duncan; alternates Ensign and Flaton; Gretchen Hachmeister, Thomas Trowbridge, Eliza Klose and the secretary.

Interim Chairman Bartram called the meeting to order at 7:15.

There were no public comments on agenda items.

Mr. O'Kelly asked that the BOE budget be added to the agenda and Ms. Flaton asked that a general discussion on the budget process be added to the agenda. Mr. Duncan made a motion to approve the agenda as presented with these additions, seconded by Mrs. Robertson, with all in favor.

Mr. Duncan made a motion to approve the minutes of 9/21/21, 9/28/21, 10/26/21 & 11/4/21 as written, seconded by Mr. O'Kelly, with all in favor.

The Selectmen's financial report ending 11/30/21 was reviewed page by page with various questions. It was noted that Mr. Colley is trying to get back from the company the \$5,000 that was paid for the RAVE system that would not work for Sharon. There are no anticipated overages at this point. The Tax Collector's report was looked at. At some point the Board would like the Tax Collector to attend a meeting and explain the report.

The form that the BOF would like to be used for Organizations to submit with their budget requests was reviewed. Ms. Flaton reviewed what she thought should be included: 2-3 years of financial information and copies of their IRS form 990. After some discussion, Ms. Fowler made a motion that Mr. Bancroft and Ms. Flaton be allowed to make additions to the contribution form, seconded by Mr. O'Kelly, with all in favor. A copy of the final form will be sent to all members.

Gretchen Hachmeister and Thomas Trowbridge were present to discuss with the BOF their request which was approved by the Board of Selectmen for a contribution towards their capital campaign in the amount of \$50,000. Mr. O'Kelly made a motion to approve the request, seconded by Mrs. Robertson. The difference in the financials for the expansion project and capital campaign from the original request at budget time of \$35,000 was reviewed by Ms. Hachmeister. There was a discussion on the Town's contribution to the operating budget vs a capital project. Ms. Hachmeister emphasized that the Library could not open without the Town's contribution to their operating budget. When asked how the expansion will impact their operation budget, Ms. Hachmeister stated that they are trying to project that for the next budget cycle. Vote taken on motion = carried unanimously.

The 2022 meeting schedule needs to be set. Ms. Fowler made a motion that the regular meetings be held: March 15, June 21, Sept. 20 & Dec. 13 at 6PM, seconded by Mr. Duncan, with all in favor. It was agreed to hold the budget hearing at 7PM on April 29.

After some discussion on a joint meeting with the BOS on various issues, it was agreed to hold a Special BOF meeting, inviting the BOS to attend on January 11, 2022 at 4:30PM, to discuss: the long

range financial plan for all funds of the Town including the Silly Putty money; the Five Year Capital Plan; and the budget process. Members had concerns with financials versus policy items. Re-creating the Long Range Planning Committee was mentioned. Mr. Bartram will speak with Mr. Colley about this.

Mr. O’Kelly reviewed with the Board research that he has done concerning the BOE budget and process. State Statute mandates that thirty days prior to the date on which the BOE is to commence negotiations with the teachers’ representative, the BOE must meet with the BOF. Also, there is a minimum budget requirement calculation worksheet that is to be done which shall be available on their website. Mr. O’Kelly thought this should also be given to this Board with their budget. He will continue his research. It was agreed that keeping an open dialogue with the BOE is beneficial to everyone. The members were asked to form a “this & that” list of what they would like from the BOE during the fiscal year.

The Board needs to have their election of officers. Mr. Duncan nominated Thomas Bartram as Chairman and Jessica Fowler as Vice Chairman. Mrs. Robertson nominated Robert Duncan as Secretary. With no other nominations, Mr. Duncan made a motion to close nominations, seconded by Mr. O’Kelly with all in favor. Mr. O’Kelly made a motion to elect Thomas Bartram as Chairman, Jessica Fowler as Vice Chairman and Robert Duncan as Secretary, seconded by Ms. Fowler, with all in favor.

With nothing further, Ms. Fowler made a motion to adjourn, seconded by Mr. Duncan, with all in favor. The meeting was adjourned at 9:14.

Respectfully submitted,

Tina Pitcher, Recording Secretary

HAPPY HOLIDAYS AND HAPPY NEW YEAR