



ARLINGTON FINANCE COMMITTEE  
MINUTES OF MEETING  
COMMUNITY SAFETY BUILDING O'NEILL ROOM  
2/12/20 7:30 PM

ATTENDEES:

Gibian	Padaria*	Pokress*	Kellar*	McKenna*
Blundell*	Wallach	Harmer	Tosti*	
Ellis	Foskett*	Deyst*	Kocur*	
White	Beck	Jones*	Deshler*	
Franclemont*	Howard*	LaCourt*	Carman*	Diggins*

\*Indicates present

VISITORS: None

1. Tosti reviewed the ground rules for FinCom members:

Do not use email for policy discussions.

The 5 Year Plan is the key document for shaping the annual budget.

Review department budgets for reasonableness.

When reviewing department budgets, if any new employee is not at starting step ask why.

Check employee pay against pay plan.

When your budget is approved let Pooler know.

Use your Town email address when conducting Town business.

Do not engage publicly in local elections.

Take the conflict of interest course. Give the certificate to Liz.

The FinCom Handbook is a fine reference. Liz will find out how to get a copy.

Contact list: Send corrections to Liz.

2. MINUTES: Voted to approve the minutes of 2/5/20 as corrected. Unanimous

3. FINCOM CALENDAR: Tosti reviewed the calendar. Goal is to finish report to Town Meeting by end of March. Desire to have report available to Town Meeting on first night. Most necessary hearings have been scheduled. Members should be available for 4/15 in case the House Ways & Means Committee includes changes that affect Arlington. There will be a meeting at 7:30 every night before Town Meeting in the Lyons Room unless the chair cancels it (by email).

4. WARRANT: Tosti walked the committee through the draft warrant (hard copies supplied). His purpose was to select articles with a fiscal impact for the committee to hear. LaCourt will investigate Art 22. Tosti will ask Manager to explain fiscal impact of Articles 7,11,12, 26, 48, 51, 56, 57, 58, 59, 68, 71, maybe on 2/19.

5, BUDGETS:

LIBRARY: Library/HumSer SubCom Franclemont reported that the staff has been reorganized to provide a full time children's librarian at the Fox Library. This location is

very busy. The fee for belonging to the Minuteman network is budgeted at \$200,000, an increase of \$10,000. They are still working on deaccessing the print collection. She recommended the budget as printed.  
VOTED \$2,583,807. Unanimous.

FINCOM: GenGov SubCom McKenna recommended the budget as printed. He asked Tosti to explain a proposed change in the stipends. Currently the budget allows 16 stipends of \$50 for all non-officer members. Only 2 members are signed up for it. The vice chairs & recording secretary each receive \$400 and the chair \$650 for a total of \$3050. He recommended eliminating the non-officer stipend and increasing the officer stipends accordingly to \$1000 for the chair, \$500 for the vice chairs and \$550 for the recording secretary for the same total.  
VOTED: \$10701. 9, 0, 5.

SELECT BOARD: GenGov SubCom McKenna recommended the budget as printed. The SubCom met with the Administrative Assistant. There are no substantive changes.  
VOTED: \$296,712 Unanimous

AUDIT: GenGov SubCom McKenna recommended the budget as printed. This budget increased last year because a more extensive report was required.  
VOTED: \$78,000 Unanimous

ELECTIONS: GenGov SubCom McKenna recommended the budget as printed. The actual cost of elections is unknown because the requirements from the State are uncertain. The budget for the 3 elections, provided by the Deputy Town Manager, is based on recent election budgets adjusted for the number of elections and the increase in poll worker payments as their payments are gradually increased to minimum wage. It includes the cost of annual Town Meeting. Ipads will be used for some early elections.  
VOTED: \$186,011 Unanimous.

LEGAL: GenGov SubCom McKenna recommended the budget as printed. With the retirement of the Benefits & Workers Comp Agent, this department is planning for a reorganization with some cost reduction expected.  
VOTED: \$480,923 Unanimous.

TOWN CLERK: GenGov SubCom McKenna recommended the budget as printed. The SubCom met with the Assistant Town Clerk. The other employees are quite new.  
VOTED: \$268,219 Unanimous

BOARD OF REGISTRARS: GenGov SubCom McKenna recommended the budget as printed.  
VOTED: \$72,812 Unanimous

TOWN MANAGER: GenGov SubCom Howard recommended the budget as printed. The new position will concentrate on handling public record requests. This has been a time consuming task for several departments. Support provided to CPAC takes 20% of the Assistant Town Manager and the Admin Assistant.  
VOTED: \$756,021 Unanimous

ZBA: GenGov SubCom McKenna recommended the budget as printed.  
VOTED: \$32,934

5. RESERVE FUND Balance: \$1,547,451.59

6. COMMITTEE: Next meeting Wed 2/19/20.

Meeting adjourned at 10:00 PM.

Peter Howard 2/14/20  
2/16/20 Rev 1