

Finance Committee Meeting April 17, 2018

Attendance: Supervisor/Chair: Beth McGee, Town Clerk: Alice Linton, Highway Superintendent: Buddy Rollins, Enfield Bookkeeper: Debby Kelly, Resident members: Diane Aramini and Debbie Parsons

The Committee went over a list of priorities.

Internal Controls and discussion of how to make compliance and auditing of expenditures consistent and efficient.

Recommendation for an audit for the town 2019- must budget for this.

Buddy Rollins described the Intern from Cornell Roads program and the road inventory, computer training that will be done over the Summer. He thinks it's possible for the intern to set up a Capital Plan for road inventory and equipment inventory.

Discussion of Cemetery maintenance being done by Highway Department and budgeting appropriately for it in 2019.

Went over highway equipment inventory and replacement schedule, which is way behind schedule. Main equipment concerns for highway department-Digging, hauling, plowing.

Many items remain in good condition long after preferred replacement, so not as imperative to replace at regular intervals.

Larger Highway needs- Highway needs- Diesel generator (100kw at least), Cold storage building (if we utilize the hold highway building for other purposes), Salt and sand storage building, attic issues in new Highway facility- (moisture- need air circulation)

Beth will send link to Comptroller website to Diane and Debbie P. so they can look at other municipal audit results and look at training/webinar opportunities offered by OSC.

Beth will send amortization schedule for Highway Bond to committee- Process for refinancing bond will need to begin in October for February refinancing.

#1 Priority is to be prepared for Spring 2019 Grant cycle by December 31st 2018. Will assess what this committee can do to help prepare for that.

Capital Plan for Highway as well as Facilities is also a priority.

Consider Community service for newsletter prep for next two newsletters while we determine how we will transition to online newsletter offering if that's how we decide to go- check in with Judge Poole.

Meet in two weeks- to prioritize work of Finance Committee- May 1st @ 3:00 PM