

LANESBOROUGH FINANCE COMMITTEE  
MINUTES MARCH 21, 2016  
Respectfully submitted by Sherri Thompson

**Attendees:** Mr. Al Terranova, Chair; Ms. Chris Galib; Mr. Stephen Wentworth; Mr. Ron Tinkham; Mr. Ray Jones; Mr. Paul Sieloff, Town Manager; Ms. Lynn Lemanski, Town Accountant  
Sherri Thompson

**Meeting called to order:** 6:04 p.m.

**Motion to accept Minutes of February 1 meeting:** Mr. Tinkham made a motion to approve the Minutes from January 4, February 1, February 16, and February 29 with no comments. Ms. Galib seconded. All in favor.

Mr. Tinkham requested Mr. Terranova make notations on Minutes where revisions, etc. are discussed and hand those mark-ups to the Committee Secretary to modify the Minutes. Mr. Wentworth suggested each individual make their own changes and return to Committee Secretary for modification once the Committee is in favor of said changes. All in favor.

Mr. Terranova was asked about sending the Agenda to the Committee Secretary. Mr. Terranova agreed to add Ms. Thompson to his future Committee emails.

**Public Comment:** Mr. Tinkham indicated there is no place in the agenda for Committee members to voice any concerns, comments, requests during the meeting. It was suggested that it be done at the end in the 'unforeseen matters' portion. Mr. Sieloff noted that these matters should be sent to Mr. Terranova for inclusion in the Agenda if known the week prior to the Meeting. Only matters that are unforeseen within 48 hours should be included in the unforeseen matters. All agreed to send any discussion items to Mr. Terranova by noon the previous Tuesday for inclusion in the agenda.

**Budget:** Mr. Tinkham requested an update on the questions by Mr. Cohen, as indicated in the March 29 Meeting Minutes, to modify the columns on the budget report. Mr. Tinkham asked if these questions have been brought to closure. Mr. Wentworth's interpretation of Mr. Cohen's challenge is that the columns do not match up with the Bylaws. Mr. Sieloff agreed the report format does not comply with the Bylaws and will resolve this issue and get concurrence from Mr. Cohen.

**Recap/Overlay:** Ms. Lemanski explained that the Accessors overlay is a cash reserve account to provide a backup source of money that covers unexpected changes in property tax revenue. Ms. Lemanski used several current accounts as examples.

Ms. Lemanski explained the Recap is a yearly calculation submitted to the State. Mr. Wentworth asked when the overlay accounts are closed and Ms. Lemanski indicated they could stay open for years because the funds need to be applied to the tax year in which they were allowed.

Ms. Lemanski provided the Committee with a print out of the General Fund budget through February. Mr. Terranova requested a monthly report.

Mr. Terranova thanked Ms. Lemanski for attending.

**Budget Review:** Mr. Tinkham asked about Revolving Accounts. Mr. Sieloff explained they are funds that are outside the Annual Operating. Mr. Sieloff used the Laston Field fundraising project as an example.

Mr. Terranova asked if the Recreation Committee is different and Mr. Sieloff said he will find out if it has a separate line item.

Mr. Terranova asked if there is a difference between Revolving and Enterprise funds. Mr. Sieloff explained the Enterprise Funds are set up separate by the State to be self-funding. For example the City of Pittsfield provides sewer service for some Lanesborough residents and the City, in turn, bills Lanesborough for that service and the Lanesborough Town Accountant bills the individuals who receive that service.

Mr. Sieloff said there were no major changes to the Preliminary Budget the Finance Committee received after meeting with Department Heads and the changes are the 2% increase in salaries for non-unionized employees; \$10,000 for Highway Department for the infrastructure; and Education had last minute changes because 4 more students were attending McCann than previously budgeted, but the High School and Elementary School budgets remained flat.

Ms. Galib questioned the Non-Region transportation account. She said the YTD spend is \$3,682 but next year's line item was only \$10. Mr. Sieloff said he was not aware of any transportation spending and will talk with the Town Accountant.

Mr. Wentworth asked if the Finance Committee could get a revenue projection report to see the tuition from New Ashford and Hancock. Mr. Sieloff will ask the Town Accountant for that report.

Mr. Terranova suggested the Finance Committee go through each line item in the Budget and make notes to be prepared with questions at the Town Meeting.

Mr. Tinkham said the Selectman talked about an Economic Development Committee and asked if that is a new committee. Mr. Sieloff said it is not. Mr. Sieloff talked about a multi-town Economic Development effort that would work to have a unified branding (all signs, websites, pamphlets, etc. will look the same) for marketing each Town. Mr. Sieloff is spear-heading this initiative.

Ms. Galib asked if there was any more news on the High-Speed internet and Mr. Sieloff said Charter Communication has begun construction and Mr. Sieloff believes Lanesborough will begin to see the service within the next year.

Mr. Terranova said he would like to meet with the Council On Aging and Mr. Tinkham said he would like to meet with the Schools to discuss budgets. It was suggested a list of questions be sent to Mr. Sieloff prior to meeting with the Schools.

Mr. Sieloff asked the Finance Committee members to attend a meeting at the High School on March 23 at 6:00.

**Unforeseen matters:** None

**Next Meeting:** April 4, 2016 at 6:00 p.m.

**Motion to adjourn:** Mr. Wentworth made a motion to adjourn at 7:38 p.m. Motion was seconded by Ms. Galib. All in favor.