

Town of Charlton

Finance Committee Meeting Minutes

Selectman's Meeting Room

June 14, 2017

Meeting came to order at 6:34

In attendance: Jerry Doble – Chairman, Hank Camosse – Vice Chairman, Doug Stepien, Maura O'Connor, Keith Johnson & Carol Brodeur

Invited Guests: Robin Craver – Town Administrator

1. Approval of meeting minutes from May 24, 2017 – Motion to accept by Hank Camosse, 2nd Doug Stepien.
2. Transfer Funds for Fire Department: Request for total of \$8,550 - nine new uniforms (\$950.00 per employee) for the new employees. Motion to accept by Doug Stepien, 2nd by Keith Johnson. All in favor – passed unanimously
3. *End of Year Transfers*: Recreation Department - \$8.86. Tree Warden - \$10,000, Council on the Aging - \$421.00, Town Administrator - \$2,418.00, Human Resources - \$10,000, and Municipal Building Communication - \$3,860.40. Motion to accept by Hank Camosse, 2nd by Doug Stepien. All in favor – passed unanimously.
4. *UPDATE*: An offer has been made for the Finance Director Position – This person will over-see all departments and report to the Finance Committee.
5. *UPDATE*: Assistant Town Clerk Position is still open.
6. *UPDATE* Mark Abrams and Greg Desto are working together on budget purposes. Finance Committee is interested in meeting sometime in September to better understand budget needs.
7. *UPDATE* Cash audit is currently being done. The auditor is making sure all the money is where it is supposed to be and being used as appropriated.
8. In September Finance Committee would also like to touch base with Police Chief regarding outstanding credit and collections, and Fire Chief to see if they are bringing in the revenue as expected with the additional employees.

Motion to adjourn by Doug Stepien, 2nd by Keith Johnson.

Meeting Adjourned at 8:04pm

Voted: ___ / ___ / ___
