

**Town of Charlton**  
Finance Committee Minutes  
Senior Center Town Hall  
Date: April 13, 2022 at 6:30pm  
Minutes taken by: Jaclyn Bonner, Clerk

**Attendees:** John Grondalski-Vice Chairman, Henry Camosse-Chairman, Kristen Lemire, Keith Johnson

**Absent:** Kristin Kustigian, Jason Julian, Carol Brodeur

**Guests:** Ashley Obrzut -Town Finance Director & Andrew Golas-Town Administrator

**1. Call meeting to order at time**

Meeting was called to order by Hank Camosse at 6:30pm on Wednesday April 13.

**2. Approval of Minutes from Previous Meeting**

Motion to approve the minutes from the March 30<sup>th</sup> meeting made by John Grondalski. Second by Keith Johnson. All members present in favor. Motion to approve the minutes from the March 30<sup>th</sup> meeting passes.

**3. Library Department Reserve Fund Transfer Request**

- a. The library director Karen Wall attends the meeting to request a \$3,630 reserve fund advisory transfer from the finance committee for the replacement of a 'VFD Air Handler Unit 3'. Kristen Lemire asks if the contract pricing will expire after 30 days; to which Karen responds that it will not.
- b. Keith Johnson makes a motion to approve the reserve fund transfer. John Grondalski second. All members present in favor. The request is approved.

**4. Fire Department Reserve Fund Transfer Request**

- a. The fire Chief Edward Knopf attends the meeting to request a \$60,000 reserve fund advisory transfer from the finance committee to cover contractual obligations for unforeseen OT expenses. The unforeseen expense can be attributed to Covid-19, IOD's, and contractual obligations. Chief Knopf stating OT expenses were \$35K over budget as of April 7<sup>th</sup>.
- b. Chief Knopf explains that the fire department has had 3 employees out on IOD during this fiscal year. Fire incurred 125 OT shifts to cover these spots.
- c. Chief Knopf stating that the fire department had 3 members attend contractually obligated trainings at the mass fire academy which resulted in 62 OT shifts.
- d. Chief Knopf continues stating the fire department had 6 positive COVID-19 tests during the current fiscal year which resulted in 29 OT shifts.
- e. The above listed items total 216 shifts which is almost 2,600 hours of OT.
- f. Hank Camosse asking why the department was allowed to overspend the budgeted amount for OT. Ashley responding states that a department can exceed a budgeted line item but cannot overspend the total budgeted amount.
- g. Hank Camosse asking if the department would exceed the total salary budget if the requested transfer of \$60K was denied; Ashley responding yes.

- h. John Grondalski makes a motion to approve the reserve fund transfer. Keith Johnson second. All members present in favor. The request is approved.

**5. Meet with Board of Selectman to Review Annual Town Meeting Warrant Articles and Budget**

- Keith Johnson makes a motion to support Article 1 - 4 as written. John Grondalski seconds. All members present in favor. Finance Committee supports this motion.
- Kristen Lemire makes a motion to support Article 5 as written. Keith Johnson seconds. All members present in favor. Finance Committee supports this motion.
- John Grondalski makes a motion to support Article 6 as written. Keith Johnson seconds. All members present in favor. Finance Committee supports this motion.
- Keith Johnson makes a motion to support Article 7 as written. John Grondalski seconds. All members present in favor. Finance Committee supports this motion.
- Keith Johnson makes a motion to support Article 8 as written. Kristen Lemire seconds. All members present in favor. Finance Committee supports this motion.
- Keith Johnson makes a motion to support Article 9 – 10 as written. Kristen Lemire seconds. All members present in favor. Finance Committee supports this motion.
- Keith Johnson makes a motion to support Article 11 as written. John Grondalski seconds. All members present in favor. Finance Committee supports this motion.
- John Grondalski makes a motion to support Article 12 with an amendment to the unencumbered balance limit of the conservation commissions storm water revolving fund 1627 from \$75K to \$25 K. Keith Johnson seconds. All members present in favor. Finance Committee supports this motion.
- Keith Johnson makes a motion to support Article 13 as written. John Grondalski seconds. All members present in favor. Finance Committee supports this motion.
- Keith Johnson makes a motion to support Article 14 as written. John Grondalski seconds. All members present in favor. Finance Committee supports this motion.
- Article 15 – No vote from the finance committee.

**6. Other agenda items not known at the time of this posting**

N/A

**7. Adjourn Meeting**

Motion to adjourn was made by John Grondalski at 9:00 P.M. Seconded by Kristen Lemire. Motion is accepted by all present members, meeting adjourned.

Town of Charlton Finance Committee Meeting Minutes


Voted:

X 

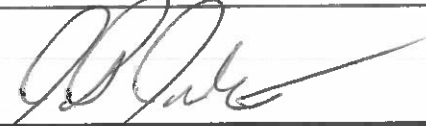
Henry Camosse

X yes

John Grondalski

X 

Keith Johnson

X 

Jason Julian (N/A)

X yes

Kristin Kustigian

X

Carol Brodeur

X

Kristen Lemire

X

Alternate