

**TOWN OF STOCKBRIDGE, MA.  
FINANCE COMMITTEE MEETING MINUTES  
MONDAY, DECEMBER 11, 2017**

- 1. THE MEETING WAS CALLED TO ORDER AT 8:20 PM**
- 2. FINANCE COMMITTEE ATTENDEES: JAY BIKOFSKY, JIM BALFANZ, MARY BOYCE, NEIL HOLDEN, DIANE REUSS, JIM MCMENAMY AND STEVE SHATZ**
- 3. COLLECTOR/ TREASURER POSITION: THE MATTER OF CONSOLIDATING THE COLLECTOR/TREASURER POSITIONS INTO ONE WAS DISCUSSED. IT WAS MENTIONED THAT THE MATTER WOULD HAVE TO BE VOTED UPON AT A TOWN MEETING AS RESPECTS A CHANGE IN THE TOWN'S BYLAWS AND ULTIMATLY APPROVED BY THE MA. STATE LEGISLATURE. IF APPROVED, THIS WOULD RESULT IN A SINGLE POSITION THAT COULD BE APPOINTED RATHER THAN TWO POSITIONS REQUIRING ELECTION. IT WAS ALSO SUGGESTED THAT POSITIVE BUDGET IMPLICATIONS COULD RESULT.  
THE FINANCE COMMITTEE VOTED UNANIMOUSLY (7-0) IN SUPPORT AND TO RECOMMEND TO THE SELECT BOARD THAT THIS MATTER BE RAISED AS A WARRANT FOR VOTE AT THE SPECIAL TOWN MEETING, JANUARY 22, 2018.**

**ACCOUNTANT POSITION: THE COMMITTEE WAS ADVISED THAT THE SELECT BOARD HAD DIRECTED A COMMITTEE BE FORMED TO REVIEW THE ACCOUNTANT POSITION VACANCY LEFT BY THE RETIREMENT OF ELAINE MARKHAM. IT WAS NOTED THAT THE FINANCE COMMITTEE DID NOT HAVE INPUT INTO THIS ACTION. THE COMMITTEE CHAIRED BY DAVID MCCARTHY, COMPRISED OF COMMUNITY REPRESENTATIVES, WAS CHARGED WITH REVIEWING THE ACCOUNTANTS JOB DESCRIPTION, DETERMINING THE NEED FOR FULL TIME VS. PART TIME, CANVASSING POSSIBLE CANDIDATES AND SUGGESTING HOW BEST TO FULFILL THE NECESSARY DUTIES OF THIS FUNCTION DURING THE INTERIM. IT WAS ADDED THAT THE FINANCE COMMITTEE WOULD BE APPRISED OF FUTURE DEVELOPMENTS.**

- 4. 37 INTERLAKEN PROJECT: THE COMMITTEE WAS ADVISED THAT A NUMBER OF DOCUMENTS RELATED TO THIS MATTER HAD BECOME PUBLICALLY AVAILABLE. IT WAS MENTIONED THAT COPIES OF THESE MATERIALS WOULD BE CIRCULATED TO THE COMMITTEE IN ANTICIPATION OF A FUTURE MEETING TO INTRODUCE THE FINANCIALLY RELATED ELEMENTS OF THE SUBJECT. IT WAS EMPHASIZED THAT THE DECISION ON THE FUTURE OF THIS PROJECT ULTIMATELY RESTS WITH TOWN VOTERS AT THE UPCOMING ANNUAL TOWN MEETING, DUE TO THE PROPOSED BY-LAW AMENDMENT SUBMITTED BY 37 INTERLAKEN. THE FINANCE COMMITTEE, AS AN ADVISORY BODY, WILL HAVE THE OPPORTUNITY TO ALSO SHARE ITS' THOUGHTS.**

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- 5. CONTRACT LABOR NEGOTIATIONS AND HUMAN RESOURCE APPRAISAL SYSTEM CONSULTANT: IT WAS MENTIONED THAT KATHERINE HESSEY WAS RETAINED BY THE SELECT BOARD TO PROVIDE ADVICE REGARDING TOWN UNION CONTRACT LABOR NEGOTIATIONS COMMENCING JANUARY 1, 2018. THE MATTER OF RETAINING ADDITIONAL EXPERTISE IN HUMAN RESOURCE APPRAISAL SYSTEMS WAS YET TO BE ADDRESSED.**
- 6. BUDGET PREPARATION STATUS: THE COMMITTEE WAS ADVISED THAT THE TOWN ADMINISTRATOR WOULD SOON BEGIN THE ANNUAL BUDGET PREPARATION PROCESS, REQUESTING PROJECTED EXPENSE AND CAPITAL REQUEST INFORMATION FROM ALL DEPARTMENT HEADS. IT WAS ALSO MENTIONED THAT INCREASES WOULD HAVE TO BE JUSTIFIED. DANIELLE HAD PREVIOUSLY ADVISED THE COMMITTEE THAT THE ASSISTANCE OF MARK WEBBER WOULD NOT BE REQUIRED FOR THIS BUDGET CYCLE.**
- 7. TOWN HALL PROJECTS: AT A PREVIOUS MEETING, THE COMMITTEE ASKED FOR AN UPDATE ON SEVERAL TOWN HALL PROJECTS. RESPONSES FROM THE TOWN ADMINISTRATOR ARE NOTED BELOW:**
  - PHONE SYSTEM HAS BEEN UPGRADED**
  - ID "SWIPE" CARD AND KEY SYSTEM OPTIONS ARE BEING REQUESTED BY CHRIS MARSDEN.**
  - SECURITY CAMERAS HAVE BEEN ORDERED**
- 8. CPC REPRESENTATIVE: THE CHAIR ADVISED THE COMMITTEE THAT HE WOULD SERVE AS THE FINANCE COMMITTEE CPC REPRESENTATIVE.**
- 9. BHRSD ADVISORY BOARD REPRESENTATIVE: THE CHAIR ALSO ADVISED THE COMMITTEE THAT HE HAD APPOINTED DIANNE REUSS AS ADVISORY BOARD REPRESENTATIVE TO THE BERKSHIRE HILLS REGIONAL SCHOOL DISTRICT.**
- 10. TOWN E-MAIL ADDRESS SYSTEM: THE COMMITTEE WAS ADVISED THAT A TOWN E-MAIL ADDRESS SYSTEM WAS IN THE PROCESS OF IMPLEMENTATION.**
- 11. THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 8:50 PM**