

Finance Committee Notes
March 26th, 2024
Town Offices, 4:00 p.m.

Ginger called the meeting to order at 4:05 p.m.

Present: Ginger Robinson, Nate Messer, Pam Brown, Paul Hake, Michele Giarusso

Pam made a motion approve the minutes from the previous meeting on March 19th, 2024. Nate seconded. All in favor.

Chair gave general updates including:

- Ginger had an interview with a representative from the DLS. This included some information about forecasting new revenue growth numbers. Ginger expects to continue to use the DLS as a resource as-needed.
- No update from the Assessors on the property at 404 Glen Rd. This is the former Town Clerk's property, and it appears that the occupied house is not taxed. Ginger has been working on getting additional information for the past few weeks.
- The Fire Department found a new brush truck to purchase for \$150,000. They purchased it new from a dealer down in Florida and will be transported up to Leyden.
- Michele (Town Coordinator) wrote up drafts of the warrant articles.

Michele began reviewing the Town Coordinator budget for 2025. The web site budget increased slightly due to all the new email addresses. The IT support budget will be staying the same and this includes general tech support at the Town Offices. The Diesel Account is expected to stay the same at \$22,000, though we are tracking to be well under budget for 2024. Boards and Committees Expenses, including the MMA (Massachusetts Municipal Association) training, is expected to be \$5,000. Michele reminded the Committee that there is \$113,000 available in the ARPA account. The roof of the Town Offices Building is going to be replaced out of the ARPA funds along with the insulation of the Fire Department building. The estimate for this is a total of \$95,000 and the additional funds could be used for new turnout gear for the Fire Department. There was some additional discussion about potentially reducing

the Ground Maintenance budget by reducing the number of times the contractor (Snows) mows the fields and around the Town Hall. Michele also mentioned that the Finance Committee should work with Accountant to clean up the various accounts that are no longer needed in the General Ledger.

The Finance Committee decided to continue the discussion about the stipends due to not having enough information at the present time to discuss.

Nate made a motion to adjourn at 6:25. Pam seconded. All in favor.

APPROVED