

**Minutes of the Special Meeting of the Board of Finance (BOF)**  
**Conference Call July 12, 2021**

*Call recording available under BOF on Town Website*

**Members Present:** Ryan Anderson, Eric Harrington, Dr. Ann Huntington, Brian Kost, Chris Childs

**Members Absent:** None **Alternates Present:** Michael Haines **Alternates Absent:** Mark Sinopoli, J. Michael Stevens

**Also Present:** Director of Finance Deborah Cerrato, Treasurer Jack Henrie.

Chairman Anderson called the meeting to order at 7:02pm

**Citizen Comment/Correspondence:** None

**Appointment of Regular Member to replace Tracy Eccles**

There is a vacancy on the board as a regular member to replace Ms. Eccles who is resigning due to moving out of town. Any appointment made now will be up for election in November. The Republican Town Committee has endorsed promoting Mike Haines from an alternate position to a regular member. Mr. Harrington made a motion for Mike Haines to replace Ms. Eccles. Mr. Childs seconded. All were in favor, none opposed. The motion passed 5:0.

Chairman Anderson noted this creates a vacancy in alternates however having both Mr. Stevens and Mr. Sinopoli as alternates should be adequate until the November election in light of the light meeting agenda.

**Election of Vice-Chairman**

As Ms. Eccles was also Vice-Chair a new member needs to be appointed. Mr. Childs nominated Mr. Kost. Mr. Kost nominated Eric Harrington. The members voted as follows:

- Mr. Kost for Mr. Harrington
- Mr. Childs for Mr. Kost
- Dr. Huntington for Mr. Harrington
- Mr. Haines for Mr. Harrington
- Chairman Anderson for Mr. Harrington
- Mr. Harrington abstained

Mr. Harrington will be Vice Chairman until the elections in November.

**Payroll Adjustment for Senior Center Staff Member (no transfer of funds required)**

The request to increase the pay rate for the part time staff (10 hours/week) from \$12 to \$15 per hour is to align it with rate of the temporary staff member that was performing those tasks. The difference can be covered in their budget. Mr. Kost made a motion to increase the rate from \$12/hour to \$15/hour. Dr. Huntington seconded. All were in favor, none opposed; the motion passed 6:0.

**Budget Transfer Request between two Capital Projects – Babb’s Beach Water Line to Babb’s Beach Renovation Project - \$22,517.13 (FY 20-21)**

The BOS requested to transfer the project funds left from the Babb’s waterline project to a new Babb’s renovation project, instead of just sweeping them at the end of budget year per normal procedures. \$9,500 of those funds would then be used to pay Tecton architects for the work they did to update their 2007 proposal of building recommendations alongside the broader capital building analysis underway. Mr. Kost made a motion to transfer only the \$9,500 to the account that was used to pay Tecton. Dr. Huntington seconded. However members had questions about the \$9,500 expenditure on a non-budgeted

item without BOF approval as well as the decision to update a 2007 plan vs. issuing a new RFP. The Board would like a topic on the next regular agenda to review the procurement procedures with the BOS. Chairman Anderson called for a vote. Chairman Anderson, Mr. Kost and Dr. Huntington for; Mr. Childs, Mr. Harrington and Mr. Haines against. Vote 3:3, no action taken.

**Acceptance of the American Rescue Plan (ARPA) Grant for Libraries (\$17,649) - Garret Pinder, Library Director**

A grant application was made, we received the funds and need to vote to accept them. Mr. Pinder explained there were limited qualifying items but they chose mobile equipment and furniture that is easier to clean and move around for enhanced in-person programming, a new people counter system for data collection, and some mobile hot spot units. There is no obligation for the Town to match funds. Mr. Kost made a motion to accept the grant monies. Mr. Harrington seconded. All in favor, none opposed; the motion passed 6:0.

Dr. Huntington made a motion to adjourn. Mr. Haines seconded. All were in favor and the meeting was adjourned at 7:24pm.

Respectfully submitted,  
Kris Kelliher

*These minutes are not official until accepted at a subsequent meeting.*