

Draft
Minutes of the Plainfield Finance Committee Meeting of
November 28, 2018

The meeting was called to order at 7:17 in Town Hall. In attendance were David Kramer (chair), Robert Persing, Robert Baker, and Roberta Wooldridge. Absent were Lew Robbins and Tim Walter.

1. David Kramer was appointed secretary of the committee.
2. The minutes of the meeting of October 11, 2018, were accepted.
3. In a brief discussion of the October 30 special town meeting, it was agreed that it went well and that the Finance Committee played a useful role. Bob Persing was particularly commended for his encomium to Ed Morann at the end of the meeting.
4. A motion to appoint Peter Lapointe to the Buildings Committee was passed unanimously.
5. The chair reported on the committee created at the previous meeting to draft a letter to the Select Board asking them to consider, in preparation for the annual town meeting in May, the implications with regard to town finances of the police chief's fulltime highway job as well as to clarify the duties, hours, and budget of the Police Department. Since the chair of the committee, Lew Robbins, was absent, discussion was postponed to a future meeting.
6. The chair reported on a meeting held earlier in the day on November 28, arranged by selectman Winton Pitcoff, with two members of the Massachusetts Department of Local Services—Zack Blake, bureau chief, and Tara Lynch, Senior Project Manager—which was attended by Finance Committee members Lew Robbins, Robert Persing, Robert Baker, and David Kramer. Mr. Blake and Ms. Lynch will draft a financial planning document for Plainfield offering policies and procedures for such things as capital planning, debt management, financial reserves, and financial forecasting.
7. It was reported that at the Select Board meeting on November 27, the board suggested that the results of the so-called salary survey, aka Classification and Compensation Study, conducted by consultant Don Jacobs, will be accepted by the town as "data." That is, the Select Board does not intend at this time to propose or implement particular policies or procedures based on this document. However, the Finance Committee may do so. In particular, the study proposes that percentage salary increases be replaced by a salary range for each position, to be adjusted each year for inflation and/or cost of living, with employees given raises within that range based on merit and

years of service. In preparation for preparing the FY 2020 budget, we should consider how we might make use this study.

8. An inconsistency in the town bylaw with respect to the Finance Committee were brought up for discussion. Namely, Article XI, Section 3, states: The finance committee shall consist of at least five voters and no more than nine, who shall hold no other office in which in any given year ordinarily requests or expends public money exceeding one percent of the annual budget of the previous fiscal year.

However, Article XIII, Section 2, states: The buildings committee shall consist of five voters, who may hold other town offices. The committee shall consist of three public members appointed by the moderator and one other member each from each of, or appointed by each of, the Board of Selectmen and the Finance Committee.

The question is whether a member of the Finance Committee who is appointed to the Buildings Committee under Article XIII, Section 2, may nonetheless be prohibited from serving under Article XI, Section 3.

Robert Baker suggested that there was no need to open this can of worms until such time as the Finance Committee wished to place one of its own members on the Buildings Committee.

The meeting was adjourned at 8:05 p.m.

Minutes prepared by David Kramer, secretary