

**TOWN OF SOUTHWICK
FINANCE COMMITTEE
Minutes
November 14, 2023
Hybrid**

MEMBERS:

Joseph Deedy, Chairman
Aleda DeMaria, Vice Chair
Paul Connolly
Karen Demaio
Robert Horacek
David Methe
Dr. Richard Zalowski

ASSOCIATE MEMBER:

Sheri Knowlton

OTHER:

Laura Fletcher, Town Accountant
Melissa Bridges, Assistant Town Accountant
Elizabeth Smolen, Secretary

The meeting was being recorded.

The Finance Committee was called to order at 5:35 p.m.

Attendance Roll Call: **J. Deedy: Yes, A. DeMaria: Absent, K. Demaio: Yes, P. Connolly: Yes, R. Horacek: Absent, R. Zalowski: Yes, D. Methe: Yes, S. Knowlton: Yes.**

Public Comments: There were no public comments.

A MOTION was made R. Zalowski, seconded by P. Connolly (Vote: 5/0/0) to approve the minutes of October 3, 2023. **J. Deedy: Yes, A. DeMaria: Absent, K. Demaio: Yes, P. Connolly: Yes, R. Horacek: Absent, R. Zalowski: Yes, D. Methe: Yes, S. Knowlton (Alt.): Non-voter.**

Reserve Fund Transfer: There were no Reserve Fund Transfer Requests.

Agenda:

-Vote to appoint a Finance Committee Member to the Master Plan Implementation Committee. J. Deedy Requested R. Zalowski accept this appointment and R. Zalowski agreed.

A MOTION was made P. Connolly, seconded by K. Demaio (Vote: 5/0/0) to approve the appointment of R. Zalowski to the Master Plan Implementation Committee. **J. Deedy: Yes, A. DeMaria: Absent, K. Demaio: Yes, P. Connolly: Yes, R. Horacek: Absent, R. Zalowski: Yes, D. Methe: Yes, S. Knowlton (Alt.): Non-voter.**

The Committee reviewed and discussed Articles 1, 5 and 6 of the Warrant for the Special Town Meeting December 5, 2023. Pros and Cons were drafted for each Article.

-Vote to authorize the Chairman and Vice-Chairman to finalize and approve the Pros and Cons for Warrant Articles 1, 5 and 6 for the Special Town Meeting December 5, 2023.

A MOTION was made P. Connolly, seconded by R. Zalowski (Vote: 5/0/0) to authorize the Chairman and Vice-Chairman to finalize and approve the Pros and Cons for Warrant Articles 1, 5 and 6 of the Special Town Meeting December 5, 2023. **J. Deedy: Yes, A. DeMaria: Absent, K. Demaio: Yes, P. Connolly: Yes, R. Horacek: Absent, R. Zalowski: Yes, D. Methe: Yes, S. Knowlton (Alt.): Non-voter.**

A MOTION was made R. Zalowski, seconded by P. Connolly (Vote: 5/0/0) to recommend Article 1 for the Special Town Meeting December 5, 2023. **J. Deedy: Yes, A. DeMaria: Absent, K. Demaio: Yes, P. Connolly: Yes, R. Horacek: Absent, R. Zalowski: Yes, D. Methe: Yes, S. Knowlton (Alt.): Non-voter.**

A MOTION was made R. Zalowski, seconded by P. Connolly (Vote: 5/0/0) to approve the Pros and Cons as written for Article 1 for the Special Town Meeting December 5, 2023. **J. Deedy: Yes, A. DeMaria: Absent, K. Demaio: Yes, P. Connolly: Yes, R. Horacek: Absent, R. Zalowski: Yes, D. Methe: Yes, S. Knowlton (Alt.): Non-voter.**

A MOTION was made R. Zalowski, seconded by P. Connolly (Vote: 5/0/0) to approve the Pros and Cons as written for Article 5 for the Special Town Meeting December 5, 2023. **J. Deedy: Yes, A. DeMaria: Absent, K. Demaio: Yes, P. Connolly: Yes, R. Horacek: Absent, R. Zalowski: Yes, D. Methe: Yes, S. Knowlton (Alt.): Non-voter.**

A MOTION was made R. Zalowski, seconded by P. Connolly (Vote: 5/0/0) to approve the Pros and Cons as written for Article 6 for the Special Town Meeting December 5, 2023. **J. Deedy: Yes, A. DeMaria: Absent, K. Demaio: Yes, P. Connolly: Yes, R. Horacek: Absent, R. Zalowski: Yes, D. Methe: Yes, S. Knowlton (Alt.): Non-voter.**

FY2025 Budget Framework.

-The Committee reviewed and discussed the proposed Budget Framework for FY 2025.

-The Committee also discussed recommending level funding for all departments for the FY2025 Budget.

-The Committee reviewed and discussed the Water, Sewer and General Fund Budget of FY 2024. J. Deedy will follow up on the status of the Pump Station and the status of the Permit so the Town does not need to purchase as much water.

New Business:

-J. Deedy attended the Select Board Meeting on Monday, November 13, 2023. At the next Select Board meeting, there will be a vote to increase the Capital Expenditure Classification threshold from \$1,000 to \$5,000. The Committee discussed requesting a reduction in the increase from \$5,000 to \$1,800.

A MOTION was made R. Zalowski, seconded by P. Connolly (Vote: 5/0/0) to send a letter to request a reduction in the Capital Expenditure Classification threshold from \$5,000 to \$1,800. **J. Deedy: Yes, A. DeMaria: Absent, K. Demaio: Yes, P. Connolly: Yes, R. Horacek: Absent, R. Zalowski: Yes, D. Methe: Yes, S. Knowlton (Alt.): Non-voter.**

-Report from R. Zalowski. He spoke with Chief Landis at the Police Department. The new boat has been delivered and came in on budget.

-P. Connolly would like to be involved in the restructuring of the Board of Assessors and Town Clerk, Collector and Treasurer area of the building. He is the liaison to the Board of Assessors and would like to keep them informed as it directly affects their work area. J. Deedy agreed.

Old Business: There was no old business.

A MOTION was made by R. Zalowski, seconded by P. Connolly (Vote: 5/0/0) to close the meeting. **J. Deedy: Yes, A. DeMaria: Absent, K. Demaio: Yes, P. Connolly: Yes, R. Horacek: Absent, R. Zalowski: Yes, D. Methe: Yes, S. Knowlton (Alt.): Non-voter.**

The meeting was adjourned at 6:48 p.m.

Respectfully submitted by,
Elizabeth Smolen
Finance Committee Secretary

J. Deedy, Chairman