

**Finance Meeting
December 13, 2023**

Attendees

Committee: Art Merrill, Wayland Gladstone, Wayne Marshfield, Jeff Taggart, Mark Tuthill,
John Kosier, George Haynes, Tina Molé

Absent:

Staff: Bev Shields, Penny Bishop, Sherri Falcone

Mr. Merrill called the meeting to order at 10:40 a.m.

On a motion by Mr. Taggart, seconded by Mr. Kosier, the draft minutes of the November 21 meeting were unanimously approved.

Real Property Tax Services – Sherri Falcone

Mrs. Falcone reported that the Pitney Bowes lease for their envelope stuffer expires this month. She presented information for another lease on a new machine that will be brought in next month. In response to Mr. Merrill, she said the new lease is for five years at a cost of \$3,084 per quarter. Upon a motion by Mr. Taggart, seconded by Mr. Haynes and Mr. Marshfield, the contract for the lease was unanimously approved. Mrs. Bishop asked for a copy of the lease to provide to the auditors for GASB 87 reporting.

In reply to Ms. Molé if there are pending issues with the tax rolls, Mrs. Falcone said she does not anticipate any problems this year.

The December 6 Sales Tax report was reviewed. The report indicates an increase in sales tax revenue of 2.6670 percent compared to the same time period last year. Mr. Taggart noted it's an increase despite a smaller amount of gasoline taxes currently being collected. An addendum to the report shows the distribution of sales tax revenue to the general fund, capital solid waste and landfill.

A report of year-end transfers from contingency was reviewed. The balance of the contingency fund is \$700,803.09. In reply to Mr. Marshfield regarding transfers to 10-13150, Mr. Merrill concurred the transfers were necessary due to the increase in boarding costs at the jail after opening the fourth pod for use. Mr. Gladstone indicated the new rate to board federal prisoners will be effective in early December. Mr. Haynes noted it would be interesting to see a report of boarding expenditures vs. revenue.

The October 31, 2023 Bank Balance report was reviewed.

Mr. Merrill presented five not-prefiled resolutions: correction of omitted tax in the town of Walton, levy of returned school taxes, tentative Deputy Sheriff Police Benevolent agreement, support of Guthrie Clinic tax-exempt bond, and the payment of audit. Mr. Haynes reported another resolution may be forthcoming to appropriate funds for the DPW building project.

Clerk of the Board – Penny Bishop

Mrs. Bishop presented a tentative Finance Committee meeting schedule for 2024. Mr. Merrill indicated Finance will meet on the second and fourth Wednesday of the month at 10:30 a.m. with the exception of January 3 and the week of Thanksgiving. Upon a motion by Mr. Haynes, seconded by Mr. Taggart, the 2024 FC schedule was unanimously approved as presented.

Treasurer's Office – Beverly Shields

Mrs. Shields noted the overall levy for returned school taxes is up \$362,699.85 from the previous year. She indicated that six towns had levies that were down from last year.

Ms. Molé announced there would be a photo taken of the current Board after today's meeting. Mr. Merrill expressed it would be good to have a Board photo on record and suggested taking another photo after the Organizational meeting in January with the new board members.

Travel, equipment, and fill vacancy requests were approved as presented.

Upon a motion, the meeting adjourned at 11:00 a.m.