



## Town of Middlefield Finance Committee

05/01/23 Meeting

### **In Attendance:**

Joseph Kearns, Chair  
Stephen Harris, Secretary

Gita Jozsef  
Adair Laurel-Cafarella

### **Quorum, call to order:**

The meeting was called to order at 5:04 pm.

### **Review minutes from previous meeting:**

Minutes from previous meeting 4/17/23 were approved as read.

### **Review Selectboard requests for Reserve Fund transfers:**

Reviewed Selectboard requests for transfers from the Reserve Fund of \$3,000 to the Town Council Account to cover *already spent* & anticipated legal expenses, and \$6,386.14 to the Snow Removal Account to cover a salt bill.

The committee deemed that neither of these two requests, for which no documentation was provided, constituted an extraordinary or unforeseen expenditure required to justify such a transfer. It was further agreed that an annual or special town meeting would be a more appropriate venue at which to address these expenditures.

### **Reviewed the FY 24 projected tax rate:**

Reviewed table summarizing the budget reconciliation for FY 2019-2024, plus projected FY 24 tax rates based on Finance Committee and Selectboard recommendations.

### **Preparing a 10-year capital plan:**

Agreed that we should begin preparing a 10-year capital plan and that departments will be invited to play an active role in this process.

### **Next meeting:**

The next meeting will be scheduled when the need arises.

### **Adjournment:**

Meeting was adjourned at 5:57 pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Stephen B. Harris".