



Town of Middlefield Finance Committee

07/12/23 Meeting

In Attendance:

Jonathan Freiermuth
Stephen Harris, Secretary

Gita Jozsef
Adair Laurel-Cafarella

Not attending: Joe Kearns

Also attending: Tamarin Laurel-Paine

Quorum, call to order:

The meeting was called to order at 5:10 pm.

Review minutes from previous meeting:

Minutes from previous meeting 6/27/23 were approved as amended.

Year-end budget business:

Adair reported that Matt Andre, our DOR rep, informed him that:

- During May and June and the first 15 days of the new fiscal year, the selectboard, with the agreement of the finance committee, may request the transfer of any amount from any surplus account to any other account with a negative balance.
- The town accountant should monitor expenditures and revenue trends during the fiscal year to identify potential problems. Appropriation deficits can often be corrected through transfer or appropriation.
- The accountant or auditor should disallow any departmental payment request when the appropriation balance in the line item to be charged is insufficient to cover the invoice amount.

In accordance with changes to the MGL year-end budget transfer procedure, for the last two months of the fiscal year and the first 15 days of the following FY, transfers from any department are no longer limited to five percent of the department's budget.

In accordance with the above, the Finance Committee unanimously approved the following resolution:

Since no fund transfers are allowed for the prior fiscal year after July 15 (July 17 in 2023) the Finance Committee affirms that any request for a prior year transfer (approved by both the Selectboard and the Finance Committee) after that date must be brought before a special town meeting.

Meet jointly with the Selectboard:

The Selectboard declined to meet jointly with the Finance to resolve outstanding FY 2023 issues.

Any other business:

Beverly Cooper provided the Finance Committee with the current expense report.

Voted to approve five additional carryover balance transfers from FY 23 to FY 24.

Could not approve transfer for unpaved road materials due to insufficient funds in the overlay account.

We will work with Sean Curran, our new town administrator, at the next Finance Committee meeting of mutual convenience.

Next meeting:

The next meeting will be on July 17th at 5 pm.

Adjournment:

Meeting was adjourned at 6:24 pm.

Respectfully Submitted,

