



FINANCE COMMITTEE, MINUTES OF TUESDAY JUNE 21, 2022

In attendance: Chairperson, Joe Freitas, Clerk, Michele Hamilton, Matt Chabot, Nancy Gajoli and Tabitha McChronon.

Meeting called to order at 6:00pm by Chairperson Joe Freitas.

The minutes for June 7, 2022 were not available for approval. Motion was requested to postpone the approval until the next meeting. A motion was made and seconded, the committee voted to delay the approval of the minutes until next meeting. (Michele Hamilton reframed from voting, she was not in attendance of the June 7, 2022 meeting.)

Re Organization of the Finance Committee.

Pursuant to the Town of Berkley By-laws, Article 7, Section 1, "After conclusion of the Annual Town Meeting the committee shall organize by choosing a chairperson and secretary."

Prior to the nomination, it was requested for discussion by Chairperson Joe Freitas to add an additional position of Vice Chairperson.

The position of vice chairperson would include working with the chairperson and assisting in coordinating meetings, contacting members of the committee with necessary information and cover the actual meetings in the event the chairperson elect was unable to attend.

At the conclusion of the discussion, a motion was made to approve adding a position of Vice Chairperson as part of the Finance Committee board position. The motion was made and seconded, the committee unanimously approved the new position.

The committee had a brief discussion on the election process and each member on the board expressed their position on whom they felt would be suitable candidate for the positions.

Chairman Joe Freitas was nominated to be re-appointed as chairperson for the coming term. The motion was made and seconded, the committee unanimously approved the nomination of Joe Freitas as Chairman.

Matt Chabot was nominated for the position of Vice Chairperson for the coming term. The motion was made and seconded, the committee unanimously approved the nomination of Matt Cabot as Vice Chairman.

Michele Hamilton was nominated for the position of Secretary/Record keeper for the coming term. Motion was made and seconded, the committee unanimously approved the nomination of Michele Hamilton as Secretary/record keeper.

New Business

Chairperson, Joe Freitas, brought to the attention that a request for reinstatement of Michele Hamilton and Tabitha Mcchronon to the Finance Committee had been submitted and approved by the selectman. Mr. Freitas requested that Michele and Tabitha contact the Town Clerk, Heather Almy, to be sworn.

Chairperson, Joe Freitas, also suggested the topic of becoming more transparent and provide means of communication for the tax papers of Berkley. A discussion pursed and it was suggested that the Finance Committee create a web page, providing information and an area where the tax payer of Berkley can ask questions.

A concern regarding this, would be the information to be posted would have to be approved by the committee or just the Chairperson. Also, who would be responsible for following up on the page to see what questions have been posted and how will the questions be answered. Topic of discussion for another meeting.

Discussion on year end transfers

The Finance Committee discussed the following transfers of funds:

TRANSFER FROM:		TRANSFER TO:	
TOWN HALL/HRLY WAGES	\$933.00	MODERATOR	\$933.00
TOWN HALL/HRLY WAGES	\$1363.00	DATA PROCESSING	\$1363.00
TOWN HALL/HRLY WAGES	\$851.00	ELECTIONS	\$851.00
	\$1,392.00	ELECTIONS	\$1,392.00
VETERANS BENEFITS	\$6718.94	BRISTOL AGGIE ASSESSMENT	\$6718.94
TOWN HALL/HRLY WAGES	\$942.00	STREET LIGHTING	\$942.00
LIBRARY/BOOK/SUBS	\$1303.00	LIBRARY/SALARIES	\$1303.00
TOWN HEALTH INSURANCE	\$8000.00	MEDICARE	\$8000.00

Total amount to be approved for transfer is \$23,404.94.

The above transfer amounts and total were open for a discussion. A motion was made and seconded to approve the transfer and the committee approved unanimously of the transfers.

The Finance Committee Action:

- Was approved on June 21, 2022.
- Signed by Chairperson, Vice Chairperson and remaining three members.
- Document to be forwarded by Chairperson, Joe Freitas to the Town Administrator.

Motion to adjourn was made and seconded. The committee voted unanimously to adjourn at 6:26 pm.

James - 9/21/2022
Michelle Hamilton 9/21/2022
Nancy B. Bayle 9/21/2022
[Signature] 09/21/2022
[Signature] 09/21/2022