



# TOWN OF CARVER

## Carver Finance Committee

108 Main Street  
Carver, MA 02330

Meeting Minutes of July 13, 2020

@ 7:00 PM

Carver Town Hall, Second Floor Room #1

Present: Alan Germain; Chairman, Kathryn Bandzul; Vice Chairman, Members: Elizabeth Sulger, Adam Holmes, Patrick Kenneally, Bill Duggan, Kevin Sullivan, and Marie Zweigman

Also present: Dave Siedentopf; Director of Operations and Maintenance Department, Rick LaFond; Carver Town Administrator, Meg LaMay; Town Finance Director, and Kelly Dicarli; Recording Secretary.

Absent: Members; George Callahan and Patrick Meagher

Meeting Opened: 7:00 P.M.

Meeting Opened:

A: Pledge of Allegiance

B: Public Comment

i. None

C: Meeting will be recorded by Area 58

D: Re-organization of the board.

Vice Chairman Bandzul made a motion to renew Alan Germain position as Chairman of the Finance Committee. Seconded by Member Sulger. Voted and passed unanimously, 7-0-1

Member Kenneally made a motion to renew Kathryn Bandzul position as Vice-Chairperson of the Finance Committee. Seconded by Member Holmes. Voted and passed unanimously, 7-0-1

E: Report from Dave Siedentopf on playground-ballfield status.

Dave Siedentopf, Director of Operations and Maintenance Department discussed the original budget of the playground-ballfield which was slated at \$600,000. Mr. Siedentopf met with Meg LaMay; Town Finance Director on 07/09/2020 and noted there was a balance from the budget of \$1,811.06

Mr Siedentopf noted he's in the process of remodeling both bathrooms attached to concession stand (i.e. New fixtures, new sink, and touchless faucets) and waiting for the plumber. Mr. Siedentopf noted he met with Carver Recreation Committee and discussed utilizing special locks (i.e. timed locks) for the bathroom given the ballfields will be utilized longer than the concession stand will be open. Mr. Siedentopf located two (2) timed locks costing about \$1,900. These locks will be plugged into a lap top and set on a schedule. However, the original construction is complete and will fall short of budget around \$100 or \$200.

Member Kenneally inquired the date of opening. Dave Siedentopf is unsure as he's also waiting for Ever-Source to disconnect the power so they can hang up the safety net near the ballfield. No date when Ever Source will complete this.

Member Holmes (Also the Town of Carver Baseball President) noted they are modifying the fields in regards to the safety netting to begin the baseball season and moving the older kids to the major fields. Baseball will begin 07/17/20.

Chairman Germain inquired to Mr. Siedentopf regarding the maintenance fund. Mr. Siedentopf noted originally this fund was targeted to re-paint the town hall, however due to the condition of the building different options are being reviewed to improve the Town Hall building.

**F: Year-end closeout report and current financial forecast**

Meg LaMay, Town Finance Director reviewed the Towns Deficit Budget Analysis. Meg LaMay prepared the transfer for the legal line which included \$17,000 from reserve to legal line. Meg LaMay clarified the deficit from legal line as potential numerous calls to the Town of Carver legal team regarding solar projects, personal issues, and the playground.

Vice Chairman Bandzul made a motion to transfer the amount of \$17,000 from the reserve fund to the legal line. Seconded by Chairman Germain. Voted and passed unanimously, 8-0

Discussion amongst Meg LaMay and the Finance Committee Member regarding the deficits from the Board of Selectmen and Finance Committee expense line. Chairman Germain reviewed the rationale for the Finance Committee deficit; however, The Finance Committee noted a limited rationale for the \$17,000 deficit from the Board of Selectmen. Chairman Germain will send a request to the Board of Selectmen regarding a detailed rationale for request transfer/deficit of the \$17,000.

Vice Chairman Bandzul made a motion to approve the transfer of \$17,000 from Health Insurance budget expense line to the Board of Selectman expense line and transfer \$168.19 from the Health Insurance budget expense line to the Finance Committee expense line. Seconded by Member Sulger. Voted and passed unanimously, 8-0

Chairman Germain inquired to Meg LaMay any follow up regarding the \$500,000 transfer from the conservation committee to the land acquisition fund, however per Meg no movement.

Meg LaMay discussed the Town of Carver's financial forecast and outlook (i.e. the cash flow is better than projected, current revenue deficits and meal tax met projection)

**G: Minutes: Reviewed June 29, 2020 Minutes**

Vice Chairman Bandzul made a motion to accept the minutes from June 29, 2020. Seconded by Chairman Germain. Voted and passed unanimously, 7-0-1

Member Duggan abstained due to being absent

**H: Any topics not reasonably anticipated by the chairman 48 hours in advance.**

Vice Chairman Bandzul noted she received notification from Ellen Blanchard to correct her hired dates from December 02, 2019 Finance Committee meeting minutes. The original meeting minutes from December 02, 2019 is as follows:

*"Ellen Blanchard came before the Board members. She retired as Director of Assessing from the Town of Carver - FY2002-2015. She shared her experience and her opinion about the new restructuring plan. She offered her services".*

The correct dates she was hired by the Town of Carver was 2001-2016. No changes will be made to the original meeting minute document. The Correction above will be noted and recognized to current meeting minutes.

I: Next meeting date and time:

1. Regular Finance Committee Meeting: Monday, August 17, 2020 at 7 P.M.
2. Town Wide Sustainability Study meeting: On Hold and date TBD.

J: Follow up for next meeting:

- i. Town Administer Update
- ii. Additional information from the Board of Selectman regarding the \$17,000 transfer to the Legal line
- iii. Update on the transfer from the Conservation Commission to Land Acquisition fund

K: Adjournment: Vice Chairman Bandzul made a motion to adjourn. Seconded by Member Sullivan. Voted and passed unanimously, 8-0

Meeting adjourned at 7:50 P.M.

Respectfully submitted,  
Kelly DiCarli

Voted & Approved