

# Finance Committee Meeting Minutes

## January 23, 2023, at 7pm

### Zoom Teleconference

#### **Attendees:**

Aaron D'Elia  
Victor Liang  
Lynne Lipinsky  
Melissa McMorrow  
Heidi Sjoberg  
Scott Triola  
James Catacchio

Barney Arnold (Select Board)  
Ryan McLane (Town Administrator)  
Kimberly Kane (Finance Director)

**Meeting called to order**, roll call taken, D'Elia, Liang, Lipinsky, Catacchio, McMorrow, Sjoberg, Triola.

- **Review and approve prior meeting minutes.**
  - Motion to approve Minutes from October 19, 2022, by Sjoberg, seconded by Catacchio, motion passed 6-1, Liang abstain due to absence; Motion to approve minutes from December 5, 2022 by McMorrow, seconded by D'Elia. Motion passed 6-1, Catacchio abstain due to absence.
- **Review FinCom Comments & Feedback on Budget Presentations**
  - Town Administrator. Ryan McLane reviewed the FY24 updated Carlisle Budget, post review with requested asks. He reviewed areas of consideration for the FY24 budget.
  - Finance Committee reviewed the 10 yr. school capital plan for consideration. Liaison will work with the CPS to review prisonizations to consider budget savings by project consolidation and report back to FinCom.
  - FinCom review consideration of standardizing the stabilization funds to benchmark around 12%, which is lower than Carlisle current percentage. This would potentially free up funds to establish other stabilization funds for long term planning.
  - FinCom discussed additional review and data to consider long term debt impact based on Town wide proposed 10 yr. capital planning, to better understand larger projects and debt impact to the Town.
  - Budget Joint Meeting date(s) with Select Board need to be finalized.
  - Finance Director and Town Accountant are working on a town wide fixed asset report to provide to FinCom , to assess against the capital planning.
  - Mr. Triola noted that available ARPA funding should be included as part of the budget discussions and capital planning priorities.
  - Representatives of the Municipal Committee will be invited at a later meeting to review the overall planning.

- **Next meeting and discussion with Joint Select Board January 30, 2023.**
  - FinCom discussed the outline and initiatives to be reviewed and discussed with the Select Board in preparation of FinCom , final recommendations to the Board on Feb 13<sup>th</sup> 2023.

Meeting adjourned at 8:15 PM. Motion made by Aaron D’Elia; seconded by Heidi Sjoberg.  
Motion passed 7-0.

Minutes taken and submitted by Lynne Lipinsky

January 30, 2023, FinCom unanimously approved the minutes. Roll call was taken and approved by James Catacchio, Victor Liang, Lynne Lipinsky, Melissa McMorrow, Heidi Sjoberg, Scott Triola