



**Town of Canton
Finance Committee**

Rob Barker, Chair
Tim McKenna, Vice Chair
Christos Arsondiadis
Dan Cole
Cynthia Holcombe
Emilio Mauro
Barbara Saint André
Cindy Thomas
Wai Wong

Finance Committee Meeting Notice

Meeting Date: **Thursday, January 17, 2019**
Meeting Time: **7:00 PM**
Meeting Location: **Salah Meeting Room
801 Washington Street, Canton**

Agenda

This meeting is being video recorded by Canton Community Television. Times are estimates. Items may be taken out of order.

7:00 PM Call Meeting to Order (Minutes Primary/Alternate: Wai Wong / Tim McKenna)

New Business:

7:05 PM **Canton Community Preservation Committee (CCPC) – FY20 CPA Recommendations to ATM 2019.**

Stacey Gorman, Chair of CCPC and Parks & Recreation Commission Designee and Lisa Lopez, Vice Chair of CCPC and Community Designee.

7:30 PM **Discuss and Vote Finance Committee FY20 Budget Request (#131)
Discuss and Vote Reserve Fund FY20 Budget Request (#132)**

7:40 PM **Discuss Preliminary FY20 Municipal Budget Requests – Jim Murgia, Finance Director
Discuss Preliminary FY20 School Budget Requests – Jim Murgia**

7:45 PM **Presentation and discussion of the following monthly reports:**

(Jim Murgia & Kathy Butters, Town Accountant)

Report #1 – General Fund Revenue as of December 31, 2018

Report #2 – Dept. Articles as of December 31, 2018

Report #3 – Operating Expenses as of December 31, 2018

Report #4 – School Dept. Operating Expenses as of December 31, 2018

Report #5 – Revenue Expenses as of December 31, 2018

Balance Sheet as of December 31, 2018

Operating Expenses by Voting Category as of December 31, 2018

Summary of Revenue Accounts as of December 31, 2018

CAFR Report for FY18 (Comprehensive Annual Financial Report) – Jim Murgia

Other Business:

FY2019 Base Annual Salary Report/CY2018 Gross Annual Salary Report

(for posting on the Finance Committee's website – with names or without names)

Finance Committee Liaison List.

Minutes to be Approved: November 8, 2018 & December 12, 2018.

Public Announcements/Public Comment: To be determined.

Next Meeting Date: To be determined.

Adjourn

If a topic becomes known prior to 48 hours before the scheduled meeting, the Committee will update this posting. The Committee may also discuss a topic or topics not reasonably anticipated by the Chair 48 hours before the meeting.

Finance Committee Meetings - 2019 (Tentative dates - subject to change)						
Day	Date	Time	Location	Guests/Topics for 2018		Planned Absences
Thursday	January	17	7:00 PM	Salah Meeting Room	Community Preservation Committee (CCPC) - FY20 projects - Stacey Gorman, Chair and Lisa Lopez, Vice Chair - confirmed.	Barbara Saint Andre & Cynthia Holcombe
"	"	"	7:40 PM	"	Finance Committee receives Municipal FY20 budget requests.	
"	"	"	7:40 PM	"	Finance Committee receives School FY20 budget requests.	
Wednesday	February	6	9-11 AM	NO MEETING FOR FINCOM Salah Meeting Room	REVENUE FORECASTING COMMITTEE (RFC) MEETING (not confirmed yet). Chair and Vice Chair attend. Other members may attend but in violation of open meeting laws if quorum of FINCOM attends.	
Wednesday	February	6	NA	NO MEETING this day.	Finance Committee receives FY20 warrant voted by BOS on 2/5.	
Friday	February	8	NA	NO MEETING this day.	Finance Committee receives FY20 revenue voted by RFC on 2/6 along with fixed costs estimates & cash capital expenditures.	
Monday	February	11	7-9 p.m.	Salah Meeting Room	Feb. 11 and or Feb. 13: 1) Discuss revenue forecast for FY20 and consideration of school & municipal operating budget target #s and 2) Review warrant articles & article sponsors to be invited to meeting.	
Wednesday	February	13	7-9 p.m.	Salah Meeting Room	See note above. May not need both Feb. 11 & 13 meeting dates.	
Monday	February	25	7-9 p.m.	Salah Meeting Room	Invite CPC for Feb. 25 or Feb. 27 (not confirmed yet).	
Wednesday	February	27	7-9 p.m.	Salah Meeting Room	Invite CPC for Feb. 25 or Feb. 27 (not confirmed yet).	
Thursday	March	7	7-9 p.m.	Salah Meeting Room	Invite Police Chief Berkowitz to discuss FY20 operating requests (not confirmed yet).	
"	"	"	7-9 p.m.	"	Invite Fire Chief Doody (not confirmed yet).	
"	"	"	7-9 p.m.	"	Invite Mike Trotta, DPW Superintendent (not confirmed yet).	
"	"	"	7-9 p.m.	"	Invite Louis Jutras, MIS (not confirmed yet).	
"	"	"	7-9 p.m.	"	Invite Andrea Rounds, Library Director (not confirmed yet).	
"	"	"	7-9 p.m.	"	Invite Jody Middleton, HR Director (not confirmed yet).	
Monday	March	11	7-9 p.m.	Salah Meeting Room	Invite Charlie Aspinwall & Mark Porter, BOS Chair - Discussion of FY20 operating budget & warrant/articles (not confirmed yet).	
Wednesday	March	13	7-9 p.m.	Salah Meeting Room	Invite School Committee - discussion of FY20 operating budget and warrant articles/etc. (not confirmed yet).	
Friday	March	15	NA	NO MEETING this day.	Deadline - Planning Board motions to Town Counsel.	
Monday	March	18	7-9 p.m.	Salah Meeting Room	Invite Planning Board Chair & Laura Smead to discuss Zoning Articles (not confirmed yet).	
Thursday	March	21	7-9 p.m.	Salah Meeting Room	Last day to Vote FY20 Capital Requests & Articles.	
Friday	March	22	NA	NO MEETING this day.	Deadline - FINCOM draft motions to Town Counsel.	
Monday	March	25	7-9 p.m.	Salah Meeting Room	Invite Blue Hills Regional High School FY20 budget, status of building renovation project (not confirmed yet).	
Wednesday	March	27	7-9 p.m.	Salah Meeting Room	Review Discussions. May be combined with meeting on March 25.	
Tuesday	April	2	7-9 p.m.	Salah Meeting Room	Vote FY20 Operating Budgets, Fixed Costs Budgets & Enterprise Budgets.	
Thursday	April	4	7-9 p.m.	Salah Meeting Room	Finalize Finance Committee Report and Discussions.	
Monday	April	8	NA	NO MEETING this day.	Warrant with recommendations & motions sent to Printer.	
Wednesday	April	10	7-9 p.m.	Salah Meeting Room	May not need this meeting.	
Monday	April	29	NA	NO MEETING this day.	Finance Committee Recommendations to the Voters delivered to citizens/voters by April 29.	
Monday	May	13	6:00 PM	High School Cafeteria	Finance Committee will meet prior to ATM (if needed).	
Monday	May	13	7:00 PM	High School Auditorium	First Session of ATM starts at 7:00 p.m.	
Wednesday	May	15	6:30 PM	High School Cafeteria	Finance Committee will meet prior to ATM (if needed).	
Wednesday	May	15	7:00 PM	High School Auditorium	Second Session of ATM starts at 7:00 p.m. (if needed).	
BOS Schedule: (per website)						
Tuesday	February	5		Thursday, January 17	January 15 - Initial meeting.	Police
Tuesday	February	26		Thursday, February 7	February 11 - ? Municipal Departments Present to CPC. To be confirmed	Fire
Tuesday	March	5		Thursday, February 28	February 12 - ? School Department Present to CPC. To be confirmed.	DPW
Tuesday	March	19		Thursday, March 14	February 19 - ?	MIS
Tuesday	April	9		Thursday, March 28	February ? - Review responses, vote, assign discussions.	Library
Tuesday	April	23		Thursday, April 11	Feb. 25 or Feb. 27 ? CPC to present to FINCOM FY20 capital requests.	HR
Tuesday	April	30				
School Committee Schedule:						
Capital Planning Schedule: DRAFT DATES - SUBJECT TO CHANGE						
Depts to invite re budgets:						