

TOWN OF MANSFIELD
FINANCE COMMITTEE MEETING
MINUTES OF DECEMBER 8, 2014

Members Present: Bill Ryan (Chair), Paul Shapiro, Virginia Raymond

Other Council Members Present: Betty Wassmundt, Alex Marcellino, Toni Moran. Betsy Paterson joined at 6:15pm.

Staff Present: Matt Hart, Cherie Trahan

Guests: Jeff Ziplow, BlumShapiro

1. Meeting called to order at 6:00pm.

2. Approval of the minutes for November 10, 2014

Move to approve the minutes of November 10, 2014 by Paul Shapiro. Seconded by Virginia Raymond. Motion passed unanimously.

3. Opportunity for Public Comment – None

4. Staff Reports – None at this time.

5. BlumShapiro – Financial & Operational Controls Review – Project Status Update. Jeff Ziplow provided an overview of work accomplished to date, work in progress, and future actions with regards to the financial & operational controls review. Jeff provided a list of all policies, procedures and controls that are being reviewed and answered questions from the committee. Jeff will attend the January 12th meeting to present the Control Matrix and a special Finance Committee meeting on February 2nd to provide the testing results.

6. Proposed Salary Transfers for FY 2014/15 – Cherie Trahan reviewed the proposed transfers and answered questions from the committee.

Move effective December 8, 2014 to approve the Salary Transfers for FY 2014/15 as proposed by the Director of Finance by Paul Shapiro. Seconded by Virginia Raymond. Motion passed unanimously.

7. Communications/Other business/future agenda items –

- ⇒ Review & explanation of Personal Property Grand List Report
- ⇒ Proposed Capital Improvement Budget Adjustments FY 14/15
- ⇒ Parameters for building permit fee reductions

8. Adjournment. The meeting adjourned at 6:45pm.

Move to adjourn by Paul Shapiro. Seconded by Virginia Raymond.

Respectfully Submitted,
Cherie Trahan, Director of Finance