



- 3) Request funds transfer (\$4497) from State Troopers (B26.04) to tax refunds (B30.01). Current budget covers this year's refunds, but last year's refunds come out of expense line B30.01 which we only budget \$1 for.

Motion by Chairman Dan Spring to approve request to transfer \$4497 from B26.04 to B30.01. 2<sup>nd</sup> Paul Simonds

Vote: 5/0/1 Motion passes

5. **ReVal 2020 Update:** Currently overlapped between batches 4 and 5, slightly behind schedule, but per Governor's order reval must be complete by 09Sept2020. Once complete, the new cards will be submitted and will be updated relative to the old cards.

6. **BoF Policies Review:**

- a) Undesignated Fund Balance Policy- Changes were discussed.
- b) Policy 2016-001 Appropriation Requests, Transfers: Question brought up on format for numbering requests. Christine Dias will research to see how requests have historically been numbered.
- c) 2017-1 Loss of Outside Revenues: Changes were discussed.
- d) 2016-2 End of FY Budget Reconciliation- No changes discussed Chairman will do a quick update on this as necessary.
- e) 2016-3 Town Auditor Interface- no changes discussed
- f) Some discussion for and against rolling all the policies into a single complete document that states what the BoF does and is responsible for.

7. **Future Strategies, Fiscal Year 2020-2021 Closeout, Audit:**

- a) Christine Dias is working to close out FY 2019/2020, unfortunately FEMA reimbursement for Covid had to be prioritized. Close out numbers won't be available until August, same as in past years.
- b) Zoom meetings will probably be the norm going forward even when we are able to meet in person. We need to work proactively to get through 2021-2022 budget season better than we did this year. We acknowledged there were things we needed to look at and we should start doing that in Sept.
- c) An RFP was put out to evaluate the town hall and public works government structure looking at staffing and potential efficiency improvements.
- d) Audit- auditors have sent a letter indicating that added demands mandated by the state could cause the audit to overrun the expected budget. Chairman Dan Spring does not expect there to be too much impact since we will do whatever we can to minimize the extra work they will need to do.
- e) Ethics Policy- Chairman Dan Spring thinks this is something that should be taken on by the general government of NS. Christine Dias will bring this up to the BoS. She also states that the Town Clerk took a class on ethics policies and she will see if there is something from that class that could help.

8. **Previous Minutes:**

- a) Motion by Chairman Dan Spring to have previous minutes added as item 8 to agenda for review. 2<sup>nd</sup> Paul Simonds
- b) Minutes from 03June2020- under agenda item 3, Public Comments: item n- there is not on end of Rickert, should be Ricker; item q- no e on end of Grosse, should be Gross; item s- should be a d on the end of perceive.

c) Minutes from 09June2020- under agenda item 2, Public Comments: item f- no e  
on end of Grosse, should be Gross

Motion by Chairman Dan Spring to approve minutes as amended for 27May2020,  
03June2020, 09June2020, and 17June2020. 2<sup>nd</sup> Paul Simonds

Vote: 5/0/0

9. **Public Comment:** Brian Rathbun- Disappointed that the public didn't get a chance  
to review the final budget before the BoF passed it. The vote is the only thing he can  
use to make his opinions felt.

10. **Adjournment:** Motion to adjourn at 9:05pm by Dan Spring, 2<sup>nd</sup> by Dan Smith.  
Approved 5/0/0.

Respectfully submitted,

Anne Akin  
BoF Secretary