October 30th, 2017 Minutes

219 Massapoag Avenue Sharon, MA

**Present:** Gordon Gladstone, Arnold Cohen, Alexander Korin, Hanna Switlekowski, William Brack, Patricia-Lee Achorn, Charles Goodman, Edward Phillips, Anja Bernier and Daniel Lewenberg

**Absent:** Laura Nelson

1. **Update on Town Finances- Krishan Gupta**
* **Financial status year end FY17**
* **Dashboard summary first quarter FY18**

Krishan Gupta, Finance Director, discussed town finances.

* The towns finances are on track with no current issues.
* By March more accurate numbers will be provided.
* IT have used 47% of their budget in one quarter due to timing and software licensing.
* A full recap of FY18 has not been finalized yet.
* Data on health insurance is positive with no current shortcomings.
* By June, each department will provide updates regarding carried over any free cash.
* Page three contained schedule A and a combined balance sheet for the DOR.
* Some transfers from capital projects in Fy17 were $228,000.
* In FY16 the cash reconciliation was $37,000 and in FY17 was $9,000.
* 4-5% of annual budget is a good range for cash reserves to maintain bond rating.
* The cash for the School Department comes out of the budget in June but is expended in July, August and September.
* Conversations with the auditors occur weekly. The goal is to be done prior to Christmas.
* A push for rolling over MUNIS sooner is also a main priority.

A request to meet with the insurance consultant was made. Any other special requests should be brought forward to the chair, Patricia-Lee Achorn,

1. **Update VisGov- Ira Miller**
* **Current format- ready to link to Town website**
* **Update to next version**
* **Example of option for comparable towns**

Patricia-Lee Achorn and Ira Miller discussed VisGov.

* There was a conference call with Annie LaCourt at VisGov.
* The next phase is currently being tested and ready for implementation across existing sites.
* Links to examples were sent to the Committee; Wenham has the most recent format.
* VisGov is live for the Town of Sharon but not publicized yet. It would be preferable to wait for the upgrade before linking to the Town website.
* Comparable towns can be on the site; VisGov only offers a static graph. Alex Korin indicated that he could provide an interactive graphic.
* Deadline for VisGov to upgrade to the new format is the end of December.
1. **Adjournment**

**MOTION:** by Ira Miller **SECONDED:** by Hanna Switlekowski **VOTED:** 11-0-0.

The meeting was adjourned at 9:45 pm.