



# Franklin Regional Council of Governments

<b>Meeting Minutes: FCCIP QUARTERLY ADVISORY BOARD</b>			
<b>Date</b>	January 18, 2018	<b>Location</b>	JW Olver Transit Center, 12 Olive St. Greenfield
<b>Time</b>	4-5 PM	<b>Room:</b>	Second Floor Library
		<b>Facilitator</b>	Brian DeVriese
		<b>Minutes taken by:</b>	Chris Brothers
<b>ATTENDEES:</b>			
<b>STAFF:</b>		<b>GUESTS:</b>	
James Hawkins		Thomas Hutcheson, Conway	
James Cerone		Jaqueline Boyden, Erving	
Bob Deane		Ray Purington, Gill	
Chris Brothers		Brian DeVriese, Heath	
<b>REGRETS:</b>			
Ashfield			
Bernardston			
Buckland			
Charlemont			
Hawley			
Leverett			
Leyden			
Rowe			
Shelburne			
Shutesbury			
Whately			

Agenda items	Discussion and Motions
1. Introductions, review of last meeting's minutes	Tom H made a Motion to accept the minutes as written. Ray P seconded. Accepted. 4 yea 0 nay
2. Financial Report	<p>Jim C apologized for sending the incorrect refund spreadsheet. New spreadsheets were handed out at the meeting.</p> <p>Chris reviewed the financial report. It looks like our revenues for the month of January are going to be short of our projected revenues. Making our cumulative revenues about \$9800 short. On the other side of that our expenses will be a little less than projected because Mark's time has been cut down, per his request, to 1 day a week and we are no longer paying any benefits for him.</p> <p>Our budget for FY19 was reviewed. The overall budget is slightly less than FY18. Our operating expenses and salary expense have gone down. This next year we will only be budgeting for 2 building inspectors with benefits.</p> <p>Jacqueline B made a motion to accept budget. Tom H seconded. Accepted 4 yea 0 nay.</p>
3. Proposal for High	Proposal is starting with the FY20 high reserve amount of \$92000 would be raised by the same percentage as the budget. The Board felt that maybe a

Reserve Limit	comparison of FY19 and FY20 budgets would help to determine the percentage difference and than raise the reserve by the percentage difference. The town assessments and the high reserve should be raised at the same time, maybe every 2 years.
4. Local Inspector Position Update	Mark B will not be taking over Jim C's position. Due to other demands on his time he will be leaving. He is down to 1 day a week. We feel we need a full time inspector. The ad has gone out and we are hoping to have a new inspector hired by April 1 so that they can work with Jim C before he has retired on July 1. Jim H has been talking with individuals who may be interested in the position. We have received a couple of resumes.
5. New Code Issues	New code book + amendments + energy code. New code is in effect. Jim H is going to inspector meetings where the State Inspector is reviewing the new code at each meeting.
6. Other Business	None. Tom H made motion to adjourn the meeting. Jacqueline B seconded. Accepted 4yea 0 nay. Meeting adjourned 5pm.
Documents Handed Out at Meeting	<ul style="list-style-type: none"> <li>• Minutes from 10/19/17 meeting</li> <li>• Financial Spreadsheet</li> <li>• FY19 Budget</li> <li>• FY19 Town Assessments</li> <li>• Proposal for Adjusting the High Reserve Number</li> <li>• Reserve Refund Memo and Spreadsheet</li> </ul>