

## ADVISORY COMMITTEE MEETING

October 10, 2023

6:30

Virtual, via Zoom

Members present: Craig Lauer, Bob Guerriero, Don Cole, Omid Gharony, Greg Myers and Bill Nickles

Members absent: None

Call to order: The meeting was called to order at 6:32 PM. The entire meeting can be viewed by going to:

[Bolton Access TV - Advisory Committee Meeting](#)

### Agenda Item #1: Budgeting Review

- Review of budget to identify preliminary questions / concerns.
- Police, DPW- Highway, and DPW- Construction/Maintenance are top increases from previous year.
- Questions will be able to be asked of Department heads during regular budget meetings in 2024.

### Agenda Item #2: Meeting Format

- Bob Guerriero wanted to discuss our continued use of Zoom (virtual) as our meeting format.
- The consensus was that virtual meetings were more productive and convenient. The reasons given were travel, inclement weather and the ability to share files.
- Greg Myers opinion was that if we did meet in person than a hybrid approach would work well. This would require some investment in technology which is being considered.
- The current state law allowing virtual meetings is in place until April of 2025.
- The Massachusetts Municipal Association is in favor of keeping virtual meetings in place.

### Agenda Item #3: Bolton Financial Policies

- The existing financial policies were issued in 2018 and have not been reviewed since that time.
- Each committee member will take two sections and make recommendations on any changes. Committee members have been assigned the following:
  - Bill Nickles – Whistleblower and Investments
  - Greg Myers – Capital Planning and Debt Management
  - Don Cole – Reconciliation and Disbursements
  - Craig Lauer – Forecasting and “other”
  - Omid Gharony – Overlay and Fraud Risk

- Bob Guerriero – Financial Reserves and Turnover

Agenda Item #4: Committee Business

- Motion to approve meeting minutes from May 23, 2023 by Craig Lauer, seconded by Omid Gharony: **VOTED AND PASSED UNANIMOUS (6-0)**.
- Motion to approve meeting minutes from July 11, 2023 by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (6-0)**.
- Motion to approve meeting minutes from July 13, 2023 by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (6-0)**.

Meeting adjourned at 7:04 PM.

Approved by the Advisory Committee