

Minutes, Meeting of Norwich Finance Committee  
April 8, 2019, 8:00 PM – Tracy Hall small conference room

Present: Omer Trajman (Chair), David Barlow (Vice Chair), Ryan Gardner (Secretary), Cheryl Lindberg, Emmanuel Tesone

Absent: Garrett Palm

Public Present: Watt Alexander

1. A quorum being present, the meeting was called to order at 8:05 PM.
2. The Committee reviewed and discussed the agenda. Cheryl Lindberg suggested that the Committee may wish to review the monthly financial reports as an agenda item for future meetings. Cheryl Lindberg moved to approve the agenda. Dave Barlow seconded the motion. The motion to approve the agenda was passed unanimously.
3. The Committee reviewed and discussed the draft meeting minutes from its March 25, 2019 meeting. Cheryl Lindberg moved to approve the minutes. Emmanuel Tesone seconded the motion. The minutes were approved unanimously.
4. No public comments.
5. The Committee reviewed and discussed various financial policies. First, the Committee commented that the Town of Norwich Investment Policy effective 10/8/14 provided by the Selectboard appears to have been superseded by one dated 6/21/17. The Committee reviewed the Capital Assets Accounting Policy. It then reviewed the Purchasing Policy dated 4/22/13, and agreed that the Selectboard comments and suggested changes were reasonable, but should further directly reference the conflict of interest policy. The Committee next reviewed the General Financial Policies and Procedures dated 4/22/13, and agreed that there generally needed to have some type of oversight mechanism or policy with respect to enforcement.
6. The Committee discussed the newly-formed town Audit Committee. The Selectboard has officially appointed one member of the public for the Audit Committee, which, in addition to the public appointee, comprises the town Treasurer, two members of the Selectboard (to be appointed), and two members of the Finance Committee. Committee members will review their individual availability and report back at the next meeting.
7. The Committee reviewed its agreed-upon next meeting dates, and agreed to next meet on the following Mondays at 8 PM: 4/22, 5/6, and 5/20.

8. At 9:30 PM, Ryan Gardner moved to adjourn the meeting. Dave Barlow seconded the motion. The motion to adjourn was passed unanimously. The meeting was adjourned at 9:31 PM.

Respectfully submitted,



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Ryan Gardner, Secretary