Financial Policies Committee

Notice of Meeting and Agenda

Pursuant to the Massachusetts Open Meeting Law, notice is hereby given of a meeting of the Boylston Financial Policy Committee. The meeting will take place:

Wednesday, November 8, 2023 at 2:00 PM

**Boylston Town Hall, Ward Nicholas Room

221 Main Street, Boylston, MA 01505 and/or zoom.

ZOOM Meeting:

https://us02web.zoom.us/meeting/tZYkcuigpjMpHNfFUPia40tsEsLS_r4SUKjC/ics?icsToken=98tyKuGqpz4 rEtydsx-ERpwQHY_4d_zxiFxego1buirVCiEHMhflE_FuAY1tROvI

Meeting ID: 829 5188 8363

Passcode: 611142

Attendees:

Board of Assessor's Representative: Van Baker

Board of Selectmen Representative: Seth Ridinger

Finance Committee Representative: Howard Drobner

Treasurer/Tax Collector: Cheri Cox

Town Accountant: Ninotchka Rogers

Topics to be discussed:

- 1. Bring meeting to order.
- 2. Review and approve minutes of October 11, 2023 Financial Policies Committee Meeting.
- 3. Follow Up items from 10/11/2023 Meeting.
 - a) Cheri to verify any additional OPEB Trustees if other than Town Treasurer. If a group, how are they assigned?
 - b) Cheri to discuss petty cash policies with the Light Department and Police Department representatives.
 - c) Cheri to separate in the Revenue section the policy owners to remain consistent with formatting in other sections of the policy document.
 - d) Cheri to add the Town of Boylston's Reconciliation Policy into the Revenue section.

- e) Cheri to review other towns' petty cash policies and report back at the 10/11/2023 meeting.
- 4. Approve Revenue Turnover Policy.
- 5. Approve Reconciliation Policy.
- 6. Approve OPEB Policy.

7. Financial Reserve Policy: this is the last policy to be approved by committee members before five policies plus Introduction are ready for Board of Selectmen approval.

- 8. Review of Table of Contents for future meetings.
- 9. Confirm next scheduled meeting as December 13, 2023 at 2.00pm ET.

10. Adjourn.