

# DRAFT

## Finance Committee Meeting Minutes

Date: April 11, 2017 • Place: CCTA Board Room

Commissioner Powers, Chair

Commissioner Dimitruk (by phone)

Alt Commissioner Millar

Alt Commissioner Jensen (Absent)

Alt Commissioner Bohne (Absent)

Mark Sousa, General Manager

Michelle Daley, Director of Finance

Kim Wall, Grants Manager

Jordan Nelle, Controller

8:33AM meeting called to order

1. Adjustments to Agenda –

- a. Update on procurement policies - last week at procurement series training two staff learned that there was no indication when 4220.1G would be released so staff will push forward with making changes to policies. Staff will have the new policy for the committee in June.
- b. Asset management software - Moving forward, on time – working with Thing Tech and State to get a reporting format that matches the state's needs.
- c. Gas prices going up in New England – Mr. Sousa spoke and assured the committee that he and staff are monitoring the gas prices. Staff has already made adjustments to the FY18 budget to account for the increases we are starting to see.

2. No Public Present – None

3. Approved minutes from March 17, 2017 as written – Catherine moved, Rob seconded, motion carried

4. Underlying Federal Grants – Ms. Wall presented to the committee a snapshot of our direct federal grants from the close of FY2016 through expected funding for FY18 as budgeted. The committee felt the information was important enough to present to the full board. Mr. Sousa said we would get on the agenda for May 2017.

Meeting Adjourned at 9:28 AM