

SELECT BOARD

MINUTES

November 7, 2022

Board met in HYBRID session at 11:00 a.m. at Abbot Hall and via ZOOM Conferencing
The following members were present constituting a quorum:

M. C. Moses Grader, Chair
Jackie Belf-Becker
Erin M. Noonan
James E. Nye
Alexa J. Singer

Thatcher W. Kezer III

CLEARGOV. Presentation. Budgeting Software. Vinny Petracca, Market Development Executive, ClearGov, appeared before the Board, via Zoom, to provide an overview and demonstration of ClearGov's cloud-based budget and performance management software. The software operates using five basic modules: Capital Budgeting, Personnel Budgeting, Operational Budgeting, Digital Budget Book and Transparency. The software avoids the hassles of collecting and collating various spreadsheets and maintaining version control through the budget process. The Town Administrator noted that ClearGov is a more user-friendly option for all the various participants that will use the software. One of the key components of the software is its ability to produce a GFOA compliant budget document, allowing staff to focus on the content to be provided with the software handling the formatting and professional looking presentation. Questions were asked by the Board. Motion made and seconded to award a contract to ClearGov for budgeting software in the amount of twenty-eight thousand four hundred thirty-three and 33/100 (\$28,433.33), year one prorated, and authorize the Chair to sign the contract on behalf of the Board. All in favor. The annual amount for the remainder of the contract is thirty-six thousand four hundred and 00/100 (\$36,400). Alec Goolsby, Finance Committee Chair, and Pat Franklin, Vice Chair, expressed the Finance Committee's support with the Town's decision to move to ClearGov.

RESERVE FUND TRANSFER. Selectmen. Budget Software. Motion made and seconded to authorize the Town Administrator to appear before the Finance Committee to request the transfer of the sum of twenty-eight thousand four hundred thirty-three and 33/100 (\$28,433.33) from the Reserve Fund in accordance with chapter 40, section 6 of the Massachusetts General Laws for software licensing. All in favor.

CONDOLENCE. Motion made and seconded to send a letter of condolence to the family of David Riordan. All in favor.

Motion made and seconded to adjourn at 11:41 a.m. All in favor.

Kyle A. Wiley
Administrative Aide

List of documents used:

November 4, 2022, Procurement Memorandum

November 11, 2022 ClearGov Contract