

FINANCE COMMITTEE MEETING MINUTES

January 6, 1988

The meeting was called to order at approximately 7:35 pm

Present: R. Anderson, M. Brown, J. Desrochers, J. Doherty,
J. Gaffey, P. Helmreich, B. Kimball, C. MacQuown,
R. Nugent, A. Smith, D. Ward

CONSERVATION COMMISSION

Director's mileage was cut in half and these funds were added into Conservation areas, \$2000. To be used to develop trails, and nature study areas.

Salaries: secretary is contractual.

The Commission strongly feel that the increase in Director's salary is needed. The Town's 2M Reservoir project noted with the grant work needed. Director now has a year's experience and is doing a very good job. Personnel Board has approved the \$24,000 figure. Discrepancy regarding figure for Director submitted as \$21,000. Commission will get varification.

Discussion of mileage allowances.

Discussion of Water Quality Testing program. The Conservation Department has had the equipment and monthly tests are now being run in area rivers, streams, etc. This establishes a baseline date and saves the use of a private lab.

The Commission is be notified whether or not they will be receiving funds for the Reservoir this year, within the next month.

HISTORICAL DISTRICT COMMISSION

Expenses include mainly postage.

Commission can foresee problems and may need additional funds:

- 1) Beaton House (Mansfield Co Op)
- 2) Common-intersection of 140 & 123

Additional funds may be used for expert advice.

The control the Commission has is over changes in appearance from the street and rounds but no control over the use of the building.

Discussion of types of uses for the Library building

S. Lombard notes that he left the salary of the Conservation Director up to the Personnel Board. The Personnel Board approved \$24,000.

INDUSTRIAL DEVELOPMENT COMMISSION

No show by commission

P. Helmreich notes only \$10 used from budget last year with remainder returning to E&D.

Level funded.

S. Lombard notes Criminal justice program to fund Police Dept with computer hard and soft -ware to participating departments. S. Lombard and the Chief have seen several demonstrations and decided upon either IBM, WANG, or Digital. Police Department submitted application of \$25,000.

Matching funds will be needed if grant is successful.

Approx \$18,000 from the Town. To enable the Town to be approved a letter from the Finance Committee will be needed.

If the Town participates in the program, will have approx \$32,000 coming to the Town from all sources.

S. Lombard is looking into the Total Town computers and may tie together but feels the Police Dept records should not be with other records.

Chief notes proposal to program which includes training, equipment, travel, hard and soft -ware. Two proposals of \$50,000 were received for above costs including mainframe and 5 CPR.

Police Dept is running out of space for records and duplication of effort is being made between Communications and Police main desk. Population increased from 13,000 to 15,000 since record keeping system was installed.

Deadline for application letter is 1-7-88.

J. Doherty moves to write letter committing a transfer of up to \$18,000 from Finance Committee Reserve for matching funds.

A. Smith seconds.

Discussion of rushing into decision and large amount of funds needed. S. Lombard notes that there is no other alternative to meet these funds ie Town Meeting, Special

Discussion of uses of Finance Committee Reserve funds.

6-3-0

SELECTMEN ACCOUNTS

220 Selectmen's Salaries

Remain level

221 Selectmen's Office salaries

Secretary is union position, part time secretary is also union
Contracts have not been settled

222 Selectmen Office Expense

Increase in Selectmen's seminars for annual Mass Municipal meeting

Misc includes maintenance contracts on typewriters

Mileage taken out - S. Lombard notes that he has suggested that when the Police Dept trades in a car that the Town keep a car for Town Hall use

Questions regarding gas, insurance

S. Lombard notes to use mainly for Inspection Dept

223 Computerized Parking System

Fee for system

Collected \$25,000

280 Legal

For Town Counsel use

S. Lombard now keeps to minimum

Level funded for next year

Includes contract to Town Counsel which is drawn upon per call

300 Engineering Services

Planned need in future

313 SRPEDD
1980 Cost - Dues
Used by planning Board
370 Municipal Building Maintenance
Hiring personnel
Increased funds to anticipate doing the work
Current cleaning is not satisfactory
371 Municipal Building Expense
Petrotite to use to test tanks needed by law every 10 yrs
Landscaping - salary item is custodial overtime, early morning
shoveling etc
Landscaping - expense to be used for landscaping items
Elevators need to be tested yearly
Copiers include rentals, lease and supplies
Alarm includes care and maintenance
375 Postage
S. Lombard notes that the Veteran's Agent has control over
postage machine
The only Departments included in Postage account is the
Selectmen's Department
Increase in stamps is taken into consideration
460 Sealer of Weights and Measures salaries
\$25 increase
461 Sealer of Weights and Measures expense
\$6 increase
560 Street Lights
Monthly fee. Recently received inventory.
There is a project undertaken to see if all lights
were on that were being paid for. \$150 per light per month
565 Hydrant Rental/Maintenance
Level funded
740 Town Reports
Recently gone to bid for 1000 reports, color cover and quality
pap etc
750 County Retirement
Estimate 15% increase
Actual \$375,564
Cost of pension goes up. Unfunded Liability if all Retire.
Hope to bring under State pension plan.
Controlled by Bristol County Treasurer.
760 Gasoline
Level funded
770 Insurance
Hired Risk Management firm to look at Total overall Liability
S. Lombard notes more funds could be saved if it goes out to
bid
780 Unemployment Insurance
carrying balance in account
Zero funded
785 Medicare
Employees hired after must take a 1.65% deduction
790 Medical Insurance
Remained Same
No increase yet received

810 NonSettled Contracts
No figure now. Will have in future.

Trash Collection and disposal
Will be a warrant article. Need 2/3 vote at TM.
Will be discussed at later date.

Budget Printout bottom line change to \$6,268,202.28.

The meeting was adjourned at approximately 10:10 pm
until 1-11-88 at approximately 7:30 pm