

Finance Committee Meeting Minutes  
January 11, 1988

The meeting was called to order at approximately 7:30 pm

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

P. Helmreich notes the school budget was received.  
The school committee will not vote on the whole budget  
until next week. 5.8% increase. No increase or decrease  
in support personnel.  
Decrease 1 teacher in budget: drop 2 teachers in high school  
and added 1 teacher to middle school  
Cafeteria budget is usually self supporting -  
F89 budget is not self supporting because the pupil cost  
will be too high. Need approx \$14,000  
Special needs up \$50,000. These funds come back from the  
State - 1 year later.

PLANNING BOARD

Planning Director salary approved by Board for 6% increase  
to \$25,440. Personnel Board approved minimum of \$25,000.  
Secretary per union contract, unfilled position-Department  
Secretary step 1. Currently part time student.  
Engineering - \$3500 288 hours x \$13=stipend/retainer fee  
Postage - \$600  
Office Supplies -  
File cabinets - 3  
Flat file draws - 2  
Letterhead expense  
Tapes for meetings  
Advertising - increase due to zoning changes and advertise  
for new secretary  
Discussion of centralized advertising  
Discussion of SRPEDD use. The Planner states that she  
used SRPEDD daily and for any legal advice not worth Town  
Counsel's time. Send out memos on pertinent data, impact  
studies. They hold monthly conferences. They can also  
complete economic studies.

S. Lombard notes his support for the requested salaries  
for the Treasurer/Tax Collector and Town Clerk. Notes  
underpaid elected positions. Current employees and the  
jobs being performed in the positions are very well done.

TOWN CLERK

Salary requested is \$18,000. D. Casagni states other Town  
positions of equivalent value are of salary of \$24,000.  
She works 3/4 time, approx 30 hours per week. 25.6% increase.  
Dog licenses made of approx \$650 to \$750.  
Discussion of salary survey performed by Clerk.  
Discussion of duties of position and responsibilities including  
permanent record keeper of Town.  
Secretary and Assistant Town Clerk - of part time 22 hours  
are under union contract-to be negotiated.



Town Clerk expenses  
remains approximately the same  
Dues have increased

Discussion of typewriter contracts - Town has one single  
contract with all departments being billed per type and  
number of typewriters

Election and Registration

#260 is set by State law

#261 increase due to the fact that there are now 4 precincts  
The constables will be running for election, therefore,  
it will be a 2 card ballot.

Board of registrars is currently receiving \$4.50 per hour.  
They are required to work Saturdays, elections, election meetings,  
census and registration sessions. Requesting increase to  
approx \$5.50 - 7.00 per hour

Increase of computer supplies due to fact that this year's  
supply was included with initial supply given with computer  
purchase.

TAX COLLECTOR/TREASURER

P. Helmreich notes two department budgets for one department,  
budgets divided in two.

J. Clark notes Town has hit \$7m mark. She has made for the  
Town on interest on investments from 4-82 election to 7-87 -  
\$1,377,841.92.

Discussion of responsibilities

Salary request of \$14,000 (\$28,000) for 230 & 240. Increase  
of 20%.

Office salaries, 231 & 241

Constable included only in Collector's budget

Expenses, 232 & 242

Postage in anticipation of increase to 25¢

Discussion of tax bills and procedures. Procedures increased for P2½.

Requesting new typewriter

Banking Services includes payroll charges and deposit charges.

If payroll is done on Town computer system this account will  
be decreased.

B. Kimball questions the cash register maintenance and  
that the purchase of a new machine would be less costly.

Discussion of advertising account and centralized account.

232A Bond Registration

J. Clark notes that if the Town has another bond issue,  
she does not believe that there will be an additional cost

232B TAN, BAN

Discussed

Current Outstanding Tax Titles

carry current balance

Tax Title Foreclosure

carry current balance

235 Permanent Debt Interest

Discussion of Permanent Debt interest and uses

Carrying Water Debt

236 Temporary Debt Interest

included 1) School roof

2) Reservoir

239 Debt Retirement  
same as previous year

HICKS FUND

Received \$20,000 this year. Receive \$20,000 for every \$100,000 in interest. Anticipate \$200,000 in income for F88, therefore, to receive \$40,000 for 6-88. Currently in Town account is \$20,000.

The meeting was adjourned at approximately 10 pm  
until 1-13-88 at approximately 7:30 pm