

FINANCE COMMITTEE MEETING MINUTES
February 3, 1988

The meeting was called to order at approximately 8:15 pm

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

D. Ward moved that the minutes of the meeting of January 20, 1988 be accepted.

J. Doherty seconded

To add "recreation" to committee recommends on page 2.

Unanimous

J. Doherty moves that the minutes of the meeting of January 25, 1988 be accepted.

B. Kimball seconded

Unanimous

D. Ward moved that the minutes of the meeting of January 27, 1988 be accepted.

J. Doherty seconded

Unanimous

R. Anderson notes correspondence received:

- 1) Personnel Board approval of Assessing Technician for acct #271. Range of \$16,500 - 22,000. 40 hours per week.
- 2) Personnel Board approval of Temporary office Administrator for Water Dept
- 3) Letter from Commonwealth of Mass regarding retirement system, Chap 697 - funding plan, grants, disability, state and teacher systems

Review of budget recommendation regulations - rules - process.

P. Helmreich reviews Town's total fiscal picture.

Review of accounts - revolving, fees for service, grants and endowments etc.

Discussion of Personnel Board - bylaw, articles, recommendations, ranges and salary recommendations. P. Helmreich notes that the Finance Committee is the Personnel Board for the elected officials.

200

P. Helmreich moves \$50 for account 200

D. Ward seconds

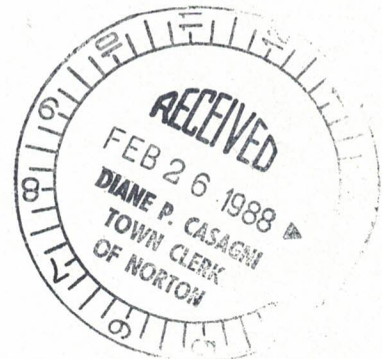
Unanimous

210

P. Helmreich moves \$50 for account 201

J. Doherty seconds

Unanimous



210

D. Ward moves \$49,092 for account 210
P. Helmreich seconds
Review of longevity pay
Review of Assistant Accountant pay increase of 10.8%
Discussion of Personnel Board evaluation
P. Helmreich notes possible future need of full-time
Town Accountant
Unanimous

211

B. Kimball notes the Town's people need to know what type
of additional equipment is being purchased in line items
Discussion of \$3,000 for computer paper and supplies if
system is approved. R. Anderson notes that funds can be
held in the Finance Committee Reserve. B. Kimball questions
attachment to main article. P. Helmreich will request
additional information.
J. Doherty moves \$2,335 for account 211
B. Kimball seconds
Unanimous

212

D. Ward moves \$5000 for account 212
P. Helmreich seconds
Discussion of balance in account
Unanimous

220

D. Ward moves \$3,000 for account 220
B. Kimball seconds
Unanimous

221

Review of Executive Secretary contract.
Departmental secretary is increased by present contract
D. Ward suggests leveling all clerical at present range until
contract is negotiated.
Consensus - level fund all clerical until contract ratified
P. Helmreich moves \$61,998 for account 221
D. Ward seconds
7-0-1

222

Board is currently attending seminars.
38.7% mainly due to Selectmen's seminars
D. Ward moves \$5,325 for account 222
J. Doherty seconds
Unanimous

223

D. Ward moves \$1,000 for account 223
B. Kimball seconds
Unanimous

225

C. MacQuown notes that he is not willing to fund commission when there is no interest to present their budget to the Finance Committee

R. Anderson notes the budget received.

D. Ward moves \$500 for account 225

J. Desrochers seconds

P. Helmreich notes that this commission is mandated by State and if Committee is to function, they will need funds to do so.

P. Helmreich moves to amend to \$250 for account 225 with \$250 in postage account

C. MacQuown seconds

Unanimous

Unanimous

230 240

P. Helmreich notes Executive Secretary and Selectmen's support.

D. Ward moves \$14,000 for account 230

P. Helmreich seconds

Review of position, employee and performance

P. Helmreich notes that if another person is elected, a lower figure could be moved at Town meeting per the person's experience and education

Unanimous

B. Kimball moves \$14,000 for account 240

D. Ward seconds

Unanimous

231 241

Pending contract negotiations

level fund at 52 weeks

Review of P. Cotterill salary recommendation

D. Ward moves \$40,100 for account 231

J. Desrochers seconds

D. Ward moves \$40,350 for account 241

J. Desrocher seconds

Unanimous

R. Anderson notes correspondence received for an Insurance Committee for the Town.

The meeting was adjourned at approximately 10:10 pm until 2-8-88 at approximately 7:30 pm