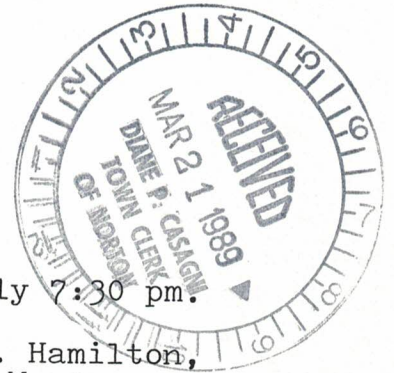


# FINANCE COMMITTEE MEETING MINUTES

February 22, 1989



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

Present: M. Brown, J. Desrochers, K. Eagan, E. Hamilton,  
B. Kimball, L. MacLean, R. Nugent, D Ward

B. Kimball reviews agenda for tonight:

7:35 Fire Department, 8 Water and Sewer Department, 9 SE Regional  
Review agenda for 2-27-89

7:35 Selectmen, 8:15 Highway, 8:30 Personnel Board

Review employee mileage memo. To be further discussed at  
next meeting.

Handbook updates for Finance Committee handbooks received.

B. Kimball notes copies of all Town employee contracts are  
available in the Finance Committee file.

Fire Department

ATM article 17

Forest Fire Truck

Chief notes 4-wheel drive needed to reach unusual areas, enable  
closeness and accessibility. Currently using 1954 which  
the department has trouble finding parts. 4-Wheel drive will  
also be good for the snow. Life expectancy is 15-20 years.  
Fire problems due to dumping and lighting trash; ATV and mini  
bike use. Chief notes trying for donation from Natural Resources  
donation or looking into army vehicle.

Cost - \$36,000 includes pick up truck and slide in tank unit  
Chief states he will also keep the 1975 military truck and  
mini pumper.

ATM article 18

Turn out gear-NFPA approved.

Cost - \$30,000. Cost would be 30-40% higher if outfitted individually.  
Cost includes 25 permanent men and to outfit 25 callmen, the  
whole department. The Chief notes that a Committee was formed  
to look into different types of clothing and has decided upon  
this type. Cost is \$600 per person for pants (overalls) and  
coats. Boots will be funded out of the Fire budget. Masks  
are current.

ATM article 19

Cost - \$5000 for architect. To enable addition onto Winnecunnet.  
Add 2 bays for boat and trailer, reserve pumper and brush truck.  
Also to refurbish living quarters.

ATM article 20

Cost \$6000 to refurbish Chartley station. To replace doors,  
add window, paint outside, siding. Part of an ongoing program  
to update facility.

Back sheds need a roof and shingles.

ATM article 21

Cost - \$135,000 for Class A pumper.

Current engines: Engine 211 is 23 years old, Engine 241 is 19 years old. The cost to repair or replace chassis is high. Engine will be placed in Winnecunnet station.

Chief notes only one man in both Winnecunnet and Chartley stations.

Chief notes priority:

1. Turn out gear
2. Class A pumper
3. Pick up-4-wheel
4. Charley renovations
5. Architect fees

Chief also notes School alarms should be a high priority.

B. Kimball notes Committee for Capital Improvements.

Water Department

ATM article 11

Review of enterprise account.

Salaries reviewed. Increases pending management union negotiations. Advised to place funds in budget for employee increases because of enterprise account.

Assistant Superintendent will come under Personnel Board but unable to rule on it pending negotiations. Full time Assistant needed due to very rapidly growing Department. Note the rapid growth of the Sewer Department due to the Grove area.

Assistant will be funded 50% from Water and 50% from Sewer.

Grove project will take 5-8 years and the Assistant will remain.

Sewer Secretary is 20 hours. New employee.

Office Administrator pending negotiations.

Technician is an approved position. Open position.

Water overtime includes Mechanic - 2 hrs per day for weekend to enable well checks. Overtime would also include water breaks, emergencies. Figures are an average of past years.

Expenses

Chemicals - current cost of \$9000

Computer - 1 terminal for Water and 1 terminal of Sewer

Computer services - changes and additions of software

Superintendent expense - conferences

Tools - includes regular tools, baracades, pumps

Engineering services - cost of \$125 per hour

Lab fees - actual costs. State mandates testing. Lab located in Bridgewater.

Public safety - Police hired during digging

Education - for employees. Two employees now have grade 1 & 2 operators licenses. Includes mileage.



Odd patch and bank gravel - separate line item this year.  
Review of enterprise account and its ability to be self sufficient.

#### Town Reimbursements

Figures from Town Accountant and Executive Secretary enables Department to show its total cost.

Principal and interest on pump station.

Meters - \$100,000. Needed if Sewer project goes through in Grove. All homes put on line for free. Project of meters in Grove will be contracted out for cost effectiveness and speed. Not State reimburseable.

48% of Town currently metered. Will be approx 2 more years for entire Town to be placed on meters.

DEQE mandates corrosion control - done by injecting chemicals to lower Ph to slow corrosion

E. Hamilton questions the use of an electrical charge.

Commissioners note that they are not familiar with the technique. Currently using bronze wedges for control.

Total - \$754,111.13

#### Sewer Department

##### ATM article 12

Department currently has a meter. Postage not included in Town postage account.

Legal fees - anticipated easements and legal fees

Telemetering - sewer alarms hooked to communications in case of accident.

Engineering - in addition to Water Department

Mansfield Treatment Plant - allocation for Mansfield Ave and Grove currently owned. Flow funds being put aside for expansion. Commissioners would like Norton to become part owners in Plant.

Discussion of shopping Center on Route 140 and possible problems.

Review of building in Grove area. Commissioners have sent a letter to Building Inspector asking that no more permits be given to build in area. Also they have asked for Town Counsel's opinion.

#### Southeastern Regional School #659

Overall budget increase of 5.42%

Assessment although has increased \$33,623. Assessed \$140,245 for 78 students.

Down 17 students since last year.

Review anticipated revenues, chapter 70.

Note - Insurance increases.

Reimbursed \$116,000 last year through Cherry Sheet.

Norton originally owns 3½% of school, currently 5.68% usage.

School capacity of 1400 students.

Cost per student per assessment - \$1,798.

Teachers increases in F89 of 5.3%.

Director/Transportation - shifted transportation duties over to business manager.

Vocational - self supporting as much as possible - covering cost of Instructors.

Insurance costs primarily health Insurance and includes liability insurance

#380

B. Nugent moves to remove account 380 from the table.

L. Maclean seconds

Unanimous

New overtime hours - 2570 hours.

B. Kimball notes fee of \$12.95 per hour

D. Ward requests actual weekly schedule.

E. Hamilton notes a subcommittee needed to look closely at department.

B. Nugent moves no action

M. Brown seconds

Unanimous

#381

B. Kimball note office equipment from Community Development.

Subcommittee to look into phone system and number of phones needed.

B. Nugent moves \$45,197.76 for account 381.

K. Eagan seconds

Unanimous

400

B. Kimball notes Patrolment at 9.3% increase due to differential.

All men figures at 9.3% including day shift. Therefore, difference of five patrolmen not receiving differential.

Increase of \$26,343. 5 men X \$2,304 = \$11,520 difference.

Patrolmen contract not yet settled.

B. Kimball notes letter to be sent to Chief to explain increases.

M. Brown moves to table account 400

L. MacLean seconds

Unanimous

401

B. Nugent moves \$66,543 for account 401

K. Eagan seconds

Unanimous

403

B. Nugent moves \$750 for account 403

L. MacLean seconds

Unanimous

The meeting was adjourned at approximately 9:55 pm  
until 2-27-89 at approximately 7:30 pm