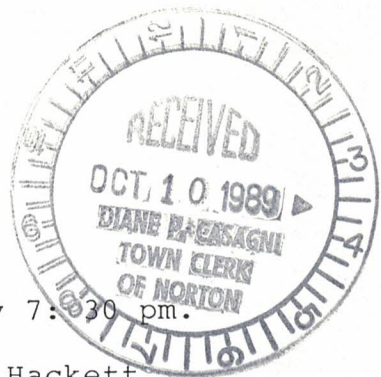


FINANCE COMMITTEE MEETING MINUTES

September 11, 1989



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

Present: M. Brown, J. Desrochers, K. Eagan, M. Hackett,
E. Hamilton, P. Helmreich, B. Kimball, C. MacQuown,
R. Nugent, D. Ward

Handicap Commission

D. Owens explains the warrant article submitted by the Commission will increase fines for violation of parking in handicap spots. M. Hackett questions current enforcement. D. Owens notes that he feels that it is not being correctly enforced. C. MacQuown questions amount of fees collected currently. D. Owens states that he thinks it is about \$30. B. Kimball requests copy of general law.

Planning Board

R. Lima notes deletion of article requesting additional \$2,000 for Planner's salary. He notes that the Town Accountant has assured him that the funds are available in the current budget because the Board was without a Planner for 5 weeks and without a Secretary for 3 weeks. The Town Planner was budgeted for \$29,000 and the new Planner was hired at \$31,000 with the Personnel Board's approval. B. Nugent question that the new Planner was hired before the start of the current fiscal year and that there was no time without a Planner in F90. R. Limba notes they are not using the secretary's overtime for the meetings because the Planner will be taking the minutes. B. Kimball notes increase also for new secretary because of new contract. R. Lima notes J. Hussey assured the Board that the funds are there. He will double check again with the Accountant.

STM

Article #4

Also to be deleted. Illegally written per Executive Secretary. R. Lima states that the Board is requesting a \$4,000 Finance Committee Reserve transfer for hiring of students from SMU, Wheaton, URI to assist Planner and Board in project, master plan, surveys, developments. Funds will be used to pay stipends to schools. The Board has increase there fees and additional percent to cover the costs and feels they will make up well over the costs. E. Hamilton questions other Towns and notes very successful projects. R. Limba notes Board has used students in early '70s. D. Ward notes stipends are illegal and should be called 'work study fees' P. Helmreich notes request to increase budget regardless of fees taken in. R. Lima notes that the Planner cannot do all the work needed in 40 hours and must have an assistant or students. If legislation goes through, this will be self sustaining in the future. He also notes projects developing faster than anticipated. C. MacQuown questions the use of SREPD hours. Board member states that the 40 free hours has been eliminated and SREPD will utilize their time for Regional studies and the Town will receive benefits.

P. Helmreich notes internship for colleges under Field Work Programs are for no cost
R. Lima notes that the Board has contacted the Colleges for internship work also.
B. Kimball questions additional funds spent at end of last fiscal year and questions extra funds.
R. Limba notes the Board may run over in engineering costs.
B. Kimball questions use of funds spent and requests copies of records. He also notes correct secretary salary is \$6.60.
B. Nugent requests transfer form.
R. Limba notes that if the Finance Committee denies request, they will place another article on the next ATM warrant.
C. MacQuown questions purchase of table
K. Eagan notes use of funds not for present need and requests noting of amount for what purpose.
Discussion of specific uses and assurances on how funds are to be spent.
M. Brooks notes need for help and lack of help in the office is of great concern to the Board and the Planner.
B. Kimball requests current balance in accounts.

Finance Committee Report

B. Kimball notes that the Norton Mirror will place 2 11½X 14 copies in the paper and send the paper to every household. Cost of \$1,439 including 200 copies for the Town meeting. The paper must receive information by the 15th. Committee will be able to proofread on Monday and will be placed in the paper on the 22nd

Discussion

To wait until next meeting for decision pending estimated from Printers.

B. nugent notes Screening Committee for Town Manager letter noting that our next meeting will be premature and that a meeting is needed to discuss funding for the Committee. To reschedule meeting until 25th.
Qualification reviewed. Charter reviewed.

M. Brown notes that she called J. Hussey and requested bills for July for Police, Communication and Fire expenses. She had to speak to D. Lerous who stated that she would like written request and have a copy sent to the Selectmen before releasing information. She feels that the departments should have periodic reviews of expense accounts. She also notes problem with bills being paid as amounts with no invoices attached.

Discussion

B. Nugent questions liason's duties.
M. Brown notes specific problems.
K. Eagan notes that there should be a mechanism, monthly activity report retrievable via computer.
B. Kimball notes request copies of warrants.
P. Helmreich feels that Committee as a whole should investigate.
M. Brown Notes she has been told she has the authority to request information.

P. Helmreich notes support that due to past history and tight fiscal year that the salaries and expenses of the Police, Fire, and Communication departments should be investigated/monitored and the Committee should request warrants or updated statements on an ongoing basis.

B. Kimball notes he as liason, can go to the Department head once warrants are reviewed.

D. Ward requests Communications figures.

Review of purchase order and blank orders for specific blanket needs.

M. Hackett requests Insurance and legal expenses.

Discussion

P. Helmreich moves to monitor Water, Communication, Fire and Police departments quarterly thru Town Accountant's office.

K. Eagan will draft up a form by which the Finance Committee can request specific information.

B. Kimball moves to request computer printout.

C. MacQuown seconds

P. Helmreich questions current records may not be up to date.

P. Helmreich reuquests an update of each department for the first quarter up to 10-1-89 as of 10-15-89 due to the desire of the Committee to more closely monitor the department due to the fiscal tightening.

E. Hamilton moves to request quarterly reports every quarter.

K. Eagan seconds

C. MacQuown withdraws

B. Kimball withdraws

Unanimous

ATM

Article 1

P. Helmreich moves to recommend \$6,598 for article 1

K. Eagan seconds

B. Kimball notes funds are 6½% increases and questions longevity pay.

Discussion

Unanimous

Article 2

B. Kimball moves No Action because Police Department Patrolmen contract remains unsettled.

D. Ward seconds

Unanimous

Article 3

B. Kimball moves No Action because the Board of Selectmen have informed the Finance Committee that this article will not be moved.

D. Ward seconds

Unanimous

Article 4

K. Eagan moves no Action

B. Kimball seconds

Unanimous

Finance Committee meeting minutes
page 4 9-11-89

Article 5

Discussion

Request copies of bills from S. Lombard

M. Brown moves to request bills from Fire Chief regarding repair of radio.

D. Ward seconds

Unanimous

D. Ward moves to table article 5

K. Eagan seconds

Unanimous

Article 6

D. Ward moves to recommend article 6

P. Helmreich seconds

Unanimous

Article 7

K. Eagan moves to table article 7

P. Helmreich seconds

Unanimous

Article 8

P. Helmreich moves to recommend article 8

C. MacQuown seconds

Unanimous

Article 9, 10, 11

E. Hamilton moves to table articles 9, 10, 11

Seconded

Unanimous

Article 12

P. Helmreich moves No action because the School Dept has informed the Finance Committee that this article will not be moved.

D. Ward seconds

Unanimous

STM

Article 1

B. Kimball notes per S. Lombard the Finance Committee Reserve cannot be reduced through the scope of the article.

P. Helmreich disagrees and feels the Committee can change the article.

C. MacQuown requests clarification of School cuts and existence of E&D account.

B. Kimball requests school hearing.

E. Hamilton notes M. Spillane's statement that he will not cut any program but will tighten up his whole budget.

P. Helmreich moves to authorize C. MacQuown to report on the stated E&D reserve fund and to verify existence.

B. Kimball seconds

Unanimous

Discussion of STM article 1 and contents.

B. Nugent will speak to S. Lombard.

D. Ward notes that the Committee should contact any department head to approve any cuts the Committee will make.

Finance Committee minutes
page 5 9-11-89

- C. MacQuown question cutting of departments, Police, Fire, Communications.
- E. Hamilton questions token cuts of big departments.
- B. Kimball notes history of transfers from these departments and the Finance Committee must plan for 1991.
- P. Helmreich notes already into the fiscal year and need to plan for future contingency.
- B. Kimball moves to let all Departments know of Reserve tightening.

The meeting was adjourned at approximately 10:10 pm until 9-13-89 at approximately 7:30 pm.