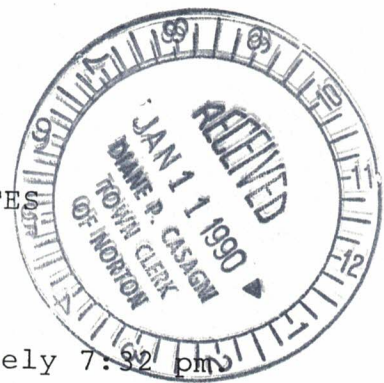


FINANCE COMMITTEE MEETING MINUTES

November 6, 1989



The meeting was called to order at approximately 7:32 pm

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

Board of Health

The Chairman requests a \$300 Finance Committee Reserve transfer to pay secretary overtime for meetings at night.

Previously secretary would get comp time but under new contract the Board must pay overtime.

The Board has tried to have meetings without the secretary but it has not worked out well.

The Board meets every 2-3 weeks for 2½ hours.

B. Kimball notes that if the funds are not placed in the account for the purpose of paying overtime, no overtime will be paid. Also he reads clerical contract and notes that comp time is not mentioned.

C. DeCosta notes that S. Lombard stated no comp time could be used and she therefore could not attend meetings.

B. Kimball requests clarification of contract/comp time.

B. Nugent notes S. Lombard will be meeting with the committee and this will be discussed.

Free cash certified at \$560,153. B. MacAffrie notes free cash will be lower next year. She notes level funding may not be done by the State in the coming year.

Assessors

The Board notes that in house recertification data update and maintenance will begin in 1990 for 1991. ACONE will lease software and had the job done for 10 years. \$50,000 for recertification for 1991 is a firm figure. Company will start using maintenance and update funds. The Board and office will be doing the input work.

B. MacAffrie notes that the company needs a letter from the Finance Committee stating intent to back article for funding of the recertification at TM or STM.

Recertification is State required.

Funds appropriated this year, \$25,000, is to go into homes for recertification which is mandated by the State every 10 years.

Previous costs of recertification was \$125,000 and \$95,000 which is mandated every 3 years.

B. Kimball moves a resolution of the charter to consider letter of intent in current meeting for preservation of convenience to the Town.

K. Eagan seconds

C. MacQuown questions where funds are to come from.

K. Eagan notes should be a warrant article.

S. Lombard notes it was a budget oversight.

Unanimous

E. Hamilton moves to have Committee draft letter that the Finance Committee will recommend the warrant article for \$50,000 for recertification in 1990 for 1991.

B. Kimball seconds
Unanimous

S. Lombard notes Financial Advisory Committee will need a Finance Committee member on the Committee which will gather figures of available funds etc. The Nine members will review FY 91 and will begin in end of November. Will review 2½ formula and alternatives. Will present alternatives to have Town's people decide what services they will want and fees needed .

C. MacQuown questions Selectmen's priorities.

B. Kimball will volunteer as the Finance Committee member.

P. Helmreich will move to have a member present at the meeting and report to the Finance Committee.

C. MacQuown seconds
Unanimous

S. Lombard notes that he has gone out and advertised for a Full time Town Accountant. He will need additional funds. Range \$26 - 36,000. Balance - \$9,128. Anticipates hire in December. Need transfer of \$ 4 - 9,000.

Personnel Board

S. Lombard requests executive session to discuss strategies for preparation of negotiation of nonunion personnel.

P. Helmreich moves executive session for above noted reason.

K. Eagan seconds

S. Lombard reviews new statute changes for bargaining with nonunion personnel.

Discussion of Executive Session

In favor: Eagan, Hamilton, Helmreich,

Opposed: Hackett, MacQuown, Kimball, Brown

S. Lombard feels he cannot show his hand before negotiations.

The Personnel Board notes that it controls wages for 40 employees and felt that they should get a raise appropriate to what is being done in negotiations.

Discussed importance of executive session.

B. Kimball moves to reconsider

C. MacQuown seconds

In Favor: Kimball, Eagan, MacQuown, Hamilton, Helmreich

Opposed: Hackett, Brown

The Finance Committee meeting was adjourned to Executive Session and will resume after.

Executive Session was adjourned at approximately 9:50 pm and the Finance Committee meeting was resumed.

Review of Board of Health transfer request.

Review of comp time. Union grievance settled # of hours and # of days and office hours.

M. Hackett requests letter from union.

E. Hamilton moves to transfer from Finance Committee Reserve, \$300, to the Board of Health salaries, #01-510-510-5110.

M Hackett seconds

In favor: Unanimous

S. Lombard notes need for full time Accountant. Review of part time position. Review of services.

P. Helmreich notes previous support of full time Accountant. Review of salary range.

S. Lombard notes three candidates to fill the position.

B. Kimball questions reduction in department.

Review of department personnel.

S. Lombard notes volume of work and trasitional period and the job that needs to be done. He does note that he may reorganize the Department but unknown at this time.

Review of budget and transfer history.

S. Lombard will provide computer printout.

Review of Planning Board request.

B. Nugent notes J. Clark's letter regarding computer supplies/purchases which should be included in budget.

M. Brown notes problem in department to purchase

B. Nugent notes receipt of Town Clerks budget

B. Nugent notes letter from Chief Burgess regarding postage.

E. Hamilton will go back to Department regarding problem.

P. Helmreich notes he will be requesting from Chief Keene information regarding receipt of transcripts for school reimbursements.

Discussion of requesting information from a Department as a Finance Committe member vs a tax payer/town resident.
Discussion of rights.

The meeting was adjourned at approximately 10:50 pm until 12-11-89 at approximately 7:30 pm