



FINANCE COMMITTEE MEETING MINUTES

January 29, 1990

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

Present: J. Desrochers, K. Eagan, E. Hamilton, P. Helmreich,
B. Kimball, R. Nugent, D. Ward, W. Gouveia

Town Clerk

Salary -

Elected Official. Currently level funded waiting for Finance Committee recommendations for nonunion employees.

Office salaries -

Per clerical contract

Overtime used for part time clerical employee to cover sick time, election coverage etc.

Discussion of overtime vs comp time.

Discussion of hrs needed for department.

Expenses -

Level funded

Discussion of meetings, conferences and need to attend.

Dog tags and licenses -

Transfer from dog reserve fund

Care and custody and Humane disposal are also funded from the dog reserve fund.

Election and Registration

Salaries -

dependent on amount of voters

Expense -

FY91 includes three elections.

Election booths - 2nd year of 4 yr plan to replace booths.

Discussion of purchase. Per law must have number of booths per voters.

Town Clerk transfer request -

\$440 for printer repair for Election and Registration expense.

No service contract due to cost of contract.

Discussion of paying out of expense budget. The Town Clerk notes that she is sure that she will need to come back before the end of the year.

Inspection Department

Salaries -

Building Inspector per Middle management union.1

Secretary under clerical contract.

Electrical Inspector per Personnel Board maximum under social security.

Plumbing/Gas Inspector per Personnel Board proposed \$10.02 per hr for 20 hrs / week.

Inspection Department has raised \$110,000 in fees from 7-1-89 to 1-22-90.

Expenses -

\$9,950; reduced outside inspections for vacation.

Discussion of car for department due to mileage requests of \$5,500.

E. Hamilton notes hidden costs of insurance, liability, repair costs.

Discussion of use of old cruisers.

Dues and schooling include Mass. Building Association
and Bristol County Building Association.
Zoning Printing - booklets - level funded. The Town Clerk
charges \$10.50 per book.
Inspection transfer request -
\$ 350 for vacation coverage
1,100 for mileage
Mileage balances reviewed
R. Nugent notes including in current budget and Finance Committee's
policy.
Review of mileage policy.

Assessors

Salaries - increase of 33%
B. MacAffrie notes reasons for paying Assessors:
-physical work - out in inspections
-need for schooling, increase need for knowledge,
-increase number of hours
B. MacAffrie notes Assessors pay out more than the salary.
Office Salaries -
Assessing Technician under Middle Management Union.
Secretary under clerical contract.
B. MacAffrie notes increased hrs because of reval year and
betterments.
B. Kimball requests hourly pay and number of hours.
Expenses -
B. MacAffrie notes need for dues and benefits of meetings.
Assessors do not usually charge for mileage costs.
B. MacAffrie notes increased costs in schooling and charges
which were previously no charge through State.
ACONE is contract.
Typewriter service is contract.
Assesors updating for recertification -
Need to recertify every 3 years
B. MacAffrie spoke to three companies regarding 3 yr plan
for recertification for FY94. One company bid of \$25,000
per year for 3 years and \$6,000 per year for system leasing.
A contract will have to be signed.
Assessors Mapping -
Mapping is almost complete with no funds needed.
Capital Improvements -
Request \$600 for a typewriter. Currently using a second hand
typewriter purchased in 1981.

Selectmen

Selectmen salaries -
Increased \$100 per Selectmen.
S. Lombard notes Selectmen's expenses.
W. Gouveia notes showing departments the Town's financial picture.
B. Andrews notes the costs associated with the elected position
and duties.
E. Hamilton notes setting up an expense account.

Selectmen's Office Salaries -
Secretary under clerical contract.
Office Administrator and Grant Compliance Officer are under
Personnel Board recommendations.
Computerized violation tickets -
\$1,000 To send billing for tickets. Currently \$10,000 owed
to the Town which will be actively sought.
Selectmen's Office Expense -
Requesting \$800 typewriter.
Discussion of maintenance contracts for typewriters.
Discussion of Town car vs mileage costs.
S. Lombard questions control problems and costs.
Town Manager's expenses -
Seminars include Mass Municipal Managers monthly meeting
and MMA yearly meetings.
Town Manager's Salary -
May be changed due to the special article and funds available.
Legal services -
S. Lombard notes employee contracts have been settled.
Currently spending \$4-5,000 per month for legal services.
Personnel Board expenses -
to be deleted. Board will only be advisory capacity.
Data processing -
S. Lombard will be reviewing account and may advise Committee
of any changes.
SERPD -
level funded
S. Lombard notes required items/services received through SERPD.
Municipal Building Salaries -
level funded - waiting for Personnel Board recommendations.
1 full time custodian and one part time custodian.
Municipal Building Maintenance expense -
22.8% increase
increased fuel, oil; electricity; equipment repair; building
repair. New items Propane and Water and Sewer.
S. Lombard notes actual dollars spent included with transfers
received for past 2 years.
Town Reports -
level funded for printing costs
Postage -
Discussion of postage rate. Also to include repair and maintenance
of equipment.
Sealer of Weights and Measures Salary and Expenses -
level funded
Hydrant Maintenance -
level funded
Street lights -
level funded

Rubbish Collection Salaries -
\$74,921 includes 3 employees
21.7% increase per Personnel Board.
Increase days pay to include paid holidays.
Rubbish Collection Expense -
\$406,400
7% increase in landfill charge
County Retirement -
increase of 18.1%
\$507,022 actual charges.
Medical Insurance -
\$70,000; includes 15% increase
Medicare -
level funded
Gasoline -
level funded
Insurance -
\$266,300
realistic expenditures

STM January 31, 1990

#1

P. Helmreich moves to recommend article 1.
D. Ward seconded
Discussion
Unanimous

#2

K. Eagan moves No Action for article 2.
B. Kimball seconds
P. Helmreich moves to authorize Chairman to indicate a
recommendation for article 2 if article 1 is defeated.
D. Ward seconded
Unanimous

The meeting was adjourned at approximately 10:50 pm until
2-5-90 at approximately 7:30 pm.