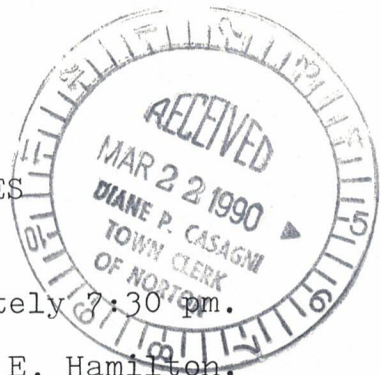


FINANCE COMMITTEE MEETING MINUTES

February 26, 1990



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

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

B. Nugent notes S. Lombard to review ATM warrant and to review his thoughts of budget.

ATM

Article 18&19

S. Lombard notes the services that the Town receives from Self Help. Selectmen supported but qualified it depends on the fiscal restraints. Town received approx \$261,000 in aid. United Way - will support services with information lines. Telephone services- regional information.

B. Nugent questions if services will be received if not supported.

S. Lombard notes it is unclear but the Town will not have an outreach person available in the Town Hall.

S. Lombard notes the Selectmen have not taken a stand on capital items.

Review briefly capital items.

F91 budget

S. Lombard notes Prop 2½ formula for fiscal 1991. Figures reviewed as written by the Financial advisory group and Town Accountant.

State Aid - was considered at level funding.

Tax levy - 2½ times last year

New Growth - per building permits

Local Receipts - last year's charges including Sewer charges (\$264,000), Betterments (\$65,000) and water portion (\$63,485)

State Aid - level funded

Overlay Surplus - used \$50,000 for recertification at STM

Free Cash - certified

Insurance Reimbursement - for Solmonese School

Hicks fund - actual figure

Nonsettled contracts - transferred out of account (balance \$1,500)

Trust Fund Reserve - in Highway account since 1987

Stabilization - used for repairs to Somonese School

Norton Reservoir - State Reimbursement \$500,000. Suggest to use \$200,000 towards bonding and interest costs of project.

Knollwood Sewer - seeking reimbursement for the monies

Unemployment Compensation - from account

Dog Fund - towards the Library and Town Clerk articles

B. Nugent questions Medical Insurance shortfall.

S. Lombard notes unknown figure to be raise and appropriate.

B. Kimball notes \$70,000 shortfall and shortfall in Medicare.

State and Local charges - level funded

P. Helmreich question May STM. He notes usual cases.
S. Lombard states Committee should consider \$125,000 for May STM costs.

P. Helmreich questions long term thought of using Reservoir reimbursement. P. Helmreich notes funds needed to start up cleaning and planning costs. Questions if project will not be done if funds get tighter.

S. Lombard notes that the Conservation Commission notes that if the Selectmen support the clean up, that the members would feel better about the use of funds.

Discussion of gravel to be taken out of Reservoir and the selling costs can come back to perform the clean up etc.

S. Lombard notes that he would not tap the fund any more. He also notes that the project will not take place for a few years.

S. Lombard notes only other alternatives is user fees and he does not propose fees.

C. MacQuown notes next year there will be a \$1M shortfall because the offsets will not be available.

S. Lombard notes many projects for added new growth for F92. He notes the current Bill which will return 40% of funds to the Town which would increase to \$7M. He notes that the State is forcing the Towns to use up reserves. He notes that free cash will be higher due to the continued appropriations and proposed changes by Town Accountant. He will also not fill any positions that open and states may have to propose early retirement.

P. Helmreich notes capital expenditures, article 10, will have to come from stabilization.

S. Lombard proposes to post-pone as many as possible.

Review of Unemployment Comp vs Employee lay offs.

S. Lombard reviews fixed costs.

Review of Town budget analysis-
includes 6% increase salary for non-union personnel.
Review fixed costs vs operational costs.

S. Lombard notes that programs will need to be cut for any savings to the Town.

Hydrant maintenance deleted.

S. Lombard spoke to Superintendent who would like to maintain maintenance program.

S. Lombard suggested that Fire Dept could cooperate together and Chief Burgess had no problem.

Water Dept will still be responsible but will reflect cost in water charges.

Streetlights - reduced - to exact figures spent in past 2 years.

B. Nugent notes Library budget has already included offset of State reimbursement.

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B. Kimball questions overtime for clerical employees.
S. Lombard notes to delete overtime because funding is not available.

B. Kimball questions payroll to be computerized and duplication of funds.
S. Lombard states that he does not know when changeover will occur.

C. MacQuown questions legal services.
S. Lombard notes request cut to \$60,000.

B. Kimball requests that Finance Committee transfer requests from Departments should go through the Town Manager prior to coming to Committee.

S. Lombard notes that the Department head has a better feel on the shortfall than he does. He can sign it to let the Committee know he has seen it. He notes that most go to him prior to going before the Committee.

P. Helmreich questions Medical Insurance for Police and Fire employees. He questions if the Town is wise to take the risk.
S. Lombard notes \$17,000 Insurance premium and usual cost of \$5-6,000.

Discussion of catastrophe.

S. Lombard notes higher deductibles.

M. Brown questions Police Fax machine.

S. Lombard notes cost of \$1,500 out of Police equipment budget.

S. Lombard notes use of machine by himself and other departments.

B. Kimball questions authority to purchase machine which has ongoing operational costs to the Town.

S. Lombard notes that the Department only needs authorization to go to bid is over \$4,000. He notes that the Department Heads can buy what equipment they want with the budget that has been approved to them to spend.

P. Helmreich to speak to Police Chief regarding purchase.

P. Helmreich notes very clear presentation by S. Lombard and appreciates the data, breakdown and explanations. He commends S. Lombard and Advisory Committee for figures and presentation.

Agenda changes:

Water and Sewer budget presentation moved to March 5, 1990.

B. Nugent notes budget recommendations should begin February 28th.

P. Helmreich requests Personnel Board recommendations.

B. Kimball moves that the minutes of the meeting of February 5, 1990 be accepted.

K. Eagan seconds

In favor: Desrochers, Eagan, Hamilton, Helmreich, Kimball,
MacQuown

Abstain: Brown

B. Kimball moves that the minutes of the meeting of February 7, 1990 be accepted.

K. Eagan seconds

In favor: Desrochers, Eagan, Hamilton, Helmreich, Kimball,
MacQuown

Abstain: Brown

E. Hamilton moves that the minutes of the meeting of February 12, 1990 be accepted.

K. Eagan seconds

B. Kimball notes Health Insurance discussion and waiting for Town Counsel opinion.

B. Nugent notes wait for another opinion regarding the Town of Norton which has already made payments.

Unanimous

B. Kimball moves that the minutes of the meeting of February 14, 1990 be accepted. Seconded.

In favor: Kimball, Desrochers, Eaga, Helmreich, MacQuown,
Brown

Abstain: Hamilton

B. Kimball notes that he checked into the Health Insurance benefit plan because a part time employee was denied coverage. He notes that currently there are three Selectmen taking advantage of the Health plan and one Water Commissioner. B. Kimball reads the Commonwealth guidelines of an employee which includes receiving a stipend. Town of Norton is currently spending \$12,202 for the four elected officials. B. Kimball notes the elected officials which are eligible to take advantage.

B. Kimball requests additional information of employees, on the list received by the Town Accountant's office, such as employment status and department.

P. Helmreich notes that the Boards were very up front that they wanted the stipends so that they will be eligible to participate and notes that this was not hidden intentionally.

B. Kimball notes that he does not support stipends.

C. MacQuown questions if the Selectmen could vote on the increase of insurance.

Letter to be sent to Town Accountant with copy to Town Manager.

E. Hamilton notes in favor of fax machine but not in favor of the policy. Requests Committee to review purchase policies.

B. Nugent notes Veteran's Agent transfer request for Benefits to be placed on next meeting agenda.

The meeting was adjourned at approximately 9:45 pm until 2-28-90 at approximately 7:30 pm.