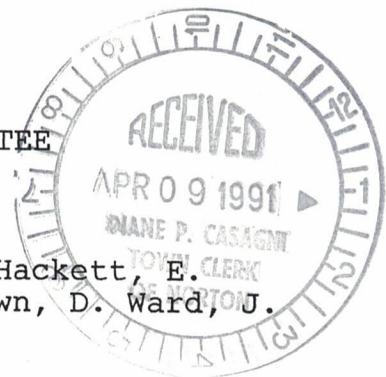


MEETING OF THE FINANCE COMMITTEE
February 11, 1991



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

Others Present: S. Lombard, Town Manager; J. Clark, Treasurer and Tax Collector; B. MacCaffrie, Assessors Office; M. Robbins, Town Clerk; K. Zanon, M. Brooks, J. Chabot, J. Freeman, Planning Board

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

Minutes of January 7 approved noting minor spelling errors.

P. Helmreich noted that Committee received a letter from the Librarian requesting coming before the Committee to discuss her budget; a letter from Self Help Inc. asking for continued support; and a letter from the Inspection Dept. indicating their desire to discuss matters with the Committee when there is a final 2 1/2 budget and not at this time.

P. Helmreich stated that he also received draft copies of the two warrant articles: the change in the Capital Improvements By Law and the petition to the State Legislature to enact special legislature to remedy health insurance costs.

P. Helmreich noted that these are going on the warrant.

Discussion followed on wording and content.

S. Lombard noted that these articles were written in consultation with Town counsel.

With no amendments proposed for the warrant to petition the State Legislature, a vote was taken.

D. Ward moved this article be approved.

B. Kimball seconded.

Voted in favor: M. Brown, K. Eagan, M. Hackett, E. Hamilton, P. Helmreich, B. Kimball, C. MacQuown, B. Nugent, D. Ward.

Opposed: W. Gouveia

(J. Desrochers not present when vote was taken)

A vote was then taken on the Capital Improvements By Law warrant following discussion of wording and intent of the article.

E. Hamilton recommended the article as is.

G. Gouveia seconded.

Voted in favor: K. Eagan, W. Gouveia, M. Hackett, E. Hamilton, P. Helmreich, B. Kimball, B. Nugent, D. Ward.

Opposed: M. Brown, C. MacQuown

(J. Desrochers not present when vote was taken)

P. Helmreich next proposed the Committee turn to review of the Town Manager's draft budget. He reiterated that it's just a draft preliminary budget and that no action would be taken by the Committee at this meeting. He also welcomed comments and questions from any staff members present at the meeting regarding their particular budgets.

Discussion of Town of Norton Department budgets followed:

Department 114 (Moderator)

S. Lombard - budget is level funded.

Committee - no questions

Department 122 (Board of Selectmen)

S. Lombard - budget is level funded.

Committee - Questions on personnel, unsettled salary contracts, fees for conferences and seminars.

Department 123 (Town Manager)

S. Lombard - salaries level funded

Committee - questions on fees for conferences and the value of attending them

Department 125 (Charter Commission)

S. Lombard - could be dropped, no charges

Department 131 (Finance Committee)

No discussion

Department 132 (Reserve Fund)

S. Lombard - suggested reserve fund be cut by \$25,000

Committee - discussion followed on whether or not reserve fund to be decreased or cut altogether

S. Lombard - noted that fund is needed for extraordinary or unforeseen expenses, therefore, important to have and how far to cut back is Committee's decision

Department 135 (Accounting)

S. Lombard - level funded salaries, annual audit costs reflected

Committee - no questions

Department 141 (Assessors)

B. McCaffrie - noted that part-time secretarial position was eliminated

Committee - discussion followed on equipment repair contracts, work load in Assessors Office

B. McCaffrie - noted that data processing was reduced - Dept. will generate their own reports

Department 147 (Treasurer and Collector)

S. Lombard - Treasurer and Tax Collector's salary adjusted before Personnel Board and fees will be returned to general fund Committee - discussion followed on Treasurer's salary increase
 S. Lombard - noted that Town Manager doesn't select salary for an elected official - Town Meeting sets salary
 S. Lombard - \$60,000 reduction in this budget

Department 151 (Legal Services)

S. Lombard - for contracts and negotiations, budget level funded
 Committee - no questions

Department 152 (Personnel Board)

S. Lombard - \$0 requested
 Committee - no questions

Department 155 (Data Processing)

S. Lombard - increased by \$2,400 for purchase of vendor checks
 Committee - no questions

Department 158 (Tax Title Foreclosure)

S. Lombard - need \$75,000 for delinquent taxes next year. If not funded would be necessary for Town Clerk write to Assessors to put on tax recap.
 Committee - questions on cost of foreclosure

Department 161 (Town Clerk)

S. Lombard - level funded except for printing
 Committee - no questions

Department 162 (Election and Registration)

M. Robbins - discussed salaries for election workers and possible costs for two elections next year
 Committee - questions on affect of override on salaries and costs

Department 171 (Conservation Commission)

S. Lombard - no changes in budget
 Committee - question on feasibility of making position part-time

Department 173 (Local Housing)

no questions

Department 175 (Planning Board)

S. Lombard - relieve two positions from this budget--Town Planner and Secretary--create position for Planning Board Administrator
 Committee - questions on feasibility of replacing Town Planner with a Planning Board Administrator
 K. Zanoni - Stated to Committee that he disapproves of Lombard's budget

M. Brooks read letter to Committee giving Planning Board's position regarding the Town Master Plan.

J. Freeman - noted that he represents the minority on the Planning Board and sees need for changes

J. Chambot - noted that he too represents the minority on the Planning Board and stated problems existed with work of Planning Board

S. Lombard - noted that the proposal is made because of track record of Planning Board not the Town Planner's performance

Committee - further discussion and questions followed regarding the performance of the Planning Board

The meeting as adjourned at approximately 10:30 p.m.