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Town of Norton
Finance Committee
Minutes of Meeting
March 7, 1994

MAR 15 1994
NORTON TOWN CLERK

Attendance: Phil Zawasky, Chair; Tom Deluca, Vice Chair; Jackie Desrochers, Bill Gouveia, Donna Summerfield, Jack Nicolas, Julia Sweet, Michael Fiore, Mary Jo Hackett, Paul Helmreich, Tim Phelan.

Call to Order: 7:40 pm by Phil Zawasky, Chair.

Old Business

Tim Phelan made a motion to accept the minutes of February 23, 1994. It was seconded by Tom Deluca, Vice Chair. Vote: 8 to approve, 2 abstentions (Jack Nicolas, Tom Deluca, Vice Chair).

There was discussion on the increases in several of the budgets that will reoccur each year, increases in personal services, and whether the town will have the funding in future years to accommodate these increases.

New Business

The budget for S.E. Reg. Voc. Tech. (306) will be on Wed. March 23, 1994. A letter will be sent to them inviting them to discuss their budget with us. Line item (692) Memorial & Vets will also be discussed on the same night and a letter of invitation will also be sent.

There was discussion on how the Free Cash fund should be divided once the funds for the warrant articles are voted and appropriated. A motion was made by Paul Helmreich -- I move that this committee adopt on principle the theory that once the sums for Free Cash and other Warrant Articles are voted, that the remaining sum will be recommended by this committee in some proportion to Stabilization and Capital Improvements. Seconded by Tom Deluca, Vice Chair. Vote: unanimous.

Detail/Summary Sheets: Review

SERPEDD (176)

Zoning BD. of Appeals (177)

Industrial Dev. Comm. (182): Committee is trying to get active again. The \$2,500 is for purchase of basic office supplies and to assist in the cost of publishing a brochure on Industrial Development for the town. This is not for a part-time person.

Municipal Building (192): The town uses an outside contractor for 35 hours

a week (20 hrs. Town Hall, 15 hrs. Police) 52 weeks a year at \$20 hr. There is no contract right now. Walter has tested the marketplace and feels this is how much it will cost to meet his standards. He wants to go out for bid only after he finds out whether he gets the appropriation at the special town meeting. The \$14,560 under FY 94 was for a 30 hour/week position with benefits. Town Manager feels you need a minimum of 45 person hours a week to keep both buildings clean.

Town Reports (195): Figure is subject to change. Price varies from \$3-\$10 a book. The cost is a function of how big the book is and how many you want to print. A probable figure is between \$2,500-\$3,000.

Postage (199): There is about another \$2,700 spent that is not reflected on green sheets. Also the last half of tax mailing is not reflected.

Police (210): Walter is recommending that 2 new full-time police officers be hired, the police budget would like 3 new officers. Town Manager's request vs. Chief's proposal: Walter reduces total salary request by \$24,451. Staff: Walter requests 2 new police officers, the Chief would like 3 -- for minimum safe level of coverage and also to re-establish a detective position. The Chief also funded a new cruiser and radio system under the capital improvements fund, whereas, Walter has put them as operating expenses. The Town Manager wants to purchase the radio lease program for both fire and police departments or wait until it can be done as a unit.

There was discussion as to whether automobile purchases and/or radio lease programs should be funded as an operating expense or capital expense. This was discussed because the police cruisers are bought on a yearly basis and not ever 5 years or so. Discussion was also whether an automobile meets requirements that a capital expense should. The point was made that it may be easier to explain fluctuations in the capital budget than in an operating budget. The radio system (800 megahertz) will be used by fire and police departments only. Cost breakdown: \$15,500 for new cruiser and \$8,000/year for radio lease program.

Fire (220): There is a difference of \$12,000 between fire dept. budget and Walter's budget. There is no staffing changes (hiring) although they're funding 3 positions from half-year to full year positions. Contract settlement of 3% has not been reflected in this budget nor has any incentives to fire fighters. Walter has taken out \$11,000 from Fire Dept. salary line. This comes out of two places -- the training line the Chief requested, Walter feels they have adequate training so they don't need \$8,000 more. There was a reduction of wages for fire alarm services \$9,850. Walter reduced \$3,000 on salary side and \$1,000 on expense side.

There was discussion on the increase in the overtime budget and why it is so much for FY 95 -- they want \$87,000. It is not easy to anticipate overtime due to unforeseen illness and injury.

Contractual changes--training done on firefighter's own time. This way they

get training without causing overtime.

The radio budget for fire department will be approximately \$9,000.

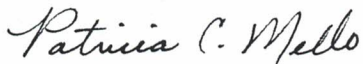
Bill Gouveia motioned to hold a public hearing on the 28th of March at the high school cafeteria, 7:30 pm and to advertise in the Norton Mirror but also send a letter for an unpaid notice to the Sun Chronicle, Brockton Enterprise, and Taunton Gazette for a small story or blurb. Seconded by Jack Nicolas. Vote: unanimous.

Emerg. Medical (230): The \$4500 for purchases of services, Walter did not know what it was for but will let us know at the next meeting. It is possible that it was offset from a collection agency. The balance in the ambulance fund is slightly less than \$131,000--accruing at approximately \$13,000/month.

Motion to adjourn meeting made by Tim Phelan. Seconded by Jack Nicolas.
Vote: unanimous.

Meeting adjourned at 10:25 pm.

Respectfully submitted,



Patricia C. Mello
Recording Secretary