

Town Clerk
approved

Town of Norton
Finance Committee
Minutes of the Meeting
April 11, 1994
Revised

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

RECEIVED

Call to Order: 7:32 pm by Phil Zawasky, Chair.

APR 28 1994

Old Business

NORTON TOWN CLERK

Paul Helmreich made a motion to accept the Minutes of March 23, 1994.
Seconded by Tom Deluca. Vote: 8 accept and 1 abstention (Jack Nicolas).

Paul Helmreich made a motion to accept the Minutes of March 28, 1994.
Seconded by Tom Deluca. Vote: 7 accept and 2 abstentions (Donna Summerfield and Tim Phelan).

Paul Helmreich made a motion to accept the Minutes of March 30, 1994.
Seconded by Tom Deluca. Vote: 8 accept and 1 abstention (Donna Summerfield).

New Business

Walter Lindberg, Town Manager handed out an up-dated Draft of the FY1995 Operating Budget. He reviewed the Draft with FinCom so that everyone was clear as to which line items had been adjusted to reflect Union raises voted on at the Special Town Meeting, and any line items that were combined.

MODERATOR (114)

Bill Gouveia made a motion to recommend line item (114) Moderator, line 570 Other Charges and Expenses for \$0. Seconded by Mary Jo Hackett. Vote: unanimous.

SELECTMEN (122)

Bill Gouveia made a motion to recommend line item (122) Selectmen, line 510 Personal Services for \$0. Seconded by Jack Nicolas. Vote: unanimous.

Bill Gouveia made a motion to accept for line 570-Other Personal Services \$20,599. Seconded by Mary Jo Hackett. There was discussion as to whether this position is evaluated on a yearly basis and if it is not, then how do you justify a 5% increase. Bill Gouveia and Paul Helmreich both agreed that the secretary position should have an evaluation system in place. Vote: unanimous.

Bill Gouveia made a motion to accept the line item 579 Other Charges and

Expenses for \$4,000. Seconded by Paul Helmreich. Vote: unanimous.

TOWN MANAGER (123)

Bill Gouveia made a motion to accept the figure \$84,934 under line 510-Personal Services. Seconded by Tom Deluca, Vice Chair. Bill Gouveia stressed that he is in favor of this new position because the Selectmen's secretary is just that, she is not the Town Manager's secretary. This is a special projects manager. There will be big benefits all across the board. \$13,304 is for a half-time Grant coordinator, \$19,570 if for the full-time new position and Walter's salary--this equals \$84,934. Michael Fiore doesn't believe the \$19,570 will be sufficient to hire a person as qualified as Walter needs. Tom Deluca had the impression that this new person will fun the diagnostics and do the day to day computer work. Further discussion centered around whether this amount is too much or not enough. The position will be a Union position so it cannot cross lines (if the person is hired as a secretary, then he/she cannot perform duties of an Administrative Assistant). Paul Helmreich sees value in this position as a floater because other budgets do not have the money or personnel to cover vacations and sick leave. Vote: 9 in favor and 1 opposed (Donna Summerfield).

Bill Gouveia made a motion to accept the figure of \$3,650 for Other Charges and Expenses (570). Seconded by Tom Deluca, Vice Chair. Vote: unanimous.

FINANCE COMMITTEE (131)

Bill Gouveia made a motion to accept the figure of \$5,335 for Other Charges & Expenses (570). Seconded by Jack Nicolas. Vote: unanimous.

RESERVE ACCOUNT (132)

Bill Gouveia made a motion to accept the figure of \$50,000 for the Reserve Account (502). Seconded by Jack Nicolas. This figure is low and FinCom will not give it out easily. Tim Phelan made a motion to amend the figure to \$30,000. Seconded by Donna Summerfield. Vote: 1 accept and 9 oppose. The vote was taken on the motion of \$50,000 to the Reserve Account. Vote: unanimous.

ACCOUNTING (135)

Bill Gouveia made a motion to accept the figure of \$61,125 for Personal Services (510). Seconded by Mary Jo Hackett. This figure includes increases for the Accountant and Assistant Accountant at 5%. Accountant would be raised to \$39,690 and Assistant would raise to \$21,035. Account Clerk would make \$6.70/hour. Longevity is also included in this number (1 at \$50, and 1 at \$150). Vote: unanimous.

Bill Gouveia made a motion to accept \$12,200 for Purchase of Services (520). Seconded by Paul Helmreich. Vote: unanimous.

Bill Gouveia made a motion to move \$2,000 for Other Charges and Expenses (570). Seconded by Paul Helmreich. Vote: unanimous.

ASSESSORS (141)

Bill Gouveia made a motion to move Assessors-line Personal Services (510) for \$68,151. Seconded by Tom Deluca. Tom Deluca: 8% increase contains step increases for Union member. Vote: unanimous.

Bill Gouveia moved to put \$0 for Other Personal Services (511). Seconded by Tom Deluca, Vice Chair. Vote: unanimous.

Bill Gouveia moved to put \$25,000 in Assessors budget for Purchase of Services (520). Seconded by Paul Helmreich. Vote: unanimous.

Bill Gouveia made a motion to accept line 570 Other Charges and Expenses for \$8,515. Seconded by Tom Deluca. The data processing \$1,000 is for Acorn software that we are sharing, we pay a fee. Seminars and conference money is for the training of new assessors. Vote: unanimous.

TREASURER/COLLECTOR (147)

Bill Gouveia made a motion to accept line 510-Personal Services for \$42,000.

Seconded by Paul Helmreich. Mary Jo Hackett made a motion to amend this figure to \$40,000. Seconded by Jack Nicolas. Jack feels that because it is an elected position it should keep the salary that the person was elected in. In defense: this is the third year at \$40,000 with no increases.

Further discussion evolved around whether this position is worth \$42,000.

Jack Nicolas feels this position took a large base salary to start with.

Vote on amended salary of \$40,000: 5-5 tie. Tie-breaker went for approval of \$40,000 salary. Approvals: Tim Phelan, Michael Fiore, Jack Nicolas, Donna Summerfield, Mary Jo Hackett and Phil Zawasky, Chair. Against: Jackie Desrochers, Paul Helmreich, Bill Gouveia, Tom Deluca, Vice Chair; and Julia Sweet.

Bill Gouveia moved that this budget be tabled until next meeting so that the Tax Collector/Treasurer can come before FinCom to discuss their budget.

Seconded by Paul Helmreich. Vote: 5-5 tie. The Chairman broke the tie -- defeating the motion by voting no. Those in favor were: Jackie Desrochers, Paul Helmreich, Bill Gouveia, Julia Sweet and Tom Deluca, Vice Chair. Those Against: Tim Phelan, Michael Fiore, Jack Nicolas, Donna Summerfield, Mary Jo Hackett, and Phil Zawasky, Chair.

Another vote was taken using the main motion of \$40,000. Vote: 5-5 tie with tie-breaker going to approve \$40,000 salary. Those who were in favor: Donna Summerfield, Tim Phelan, Michael Fiore, Jack Nicolas, Mary Jo Hackett, and Phil Zawasky, Chair. Those opposed: Bill Gouveia, Paul Helmreich, Julia Sweet, Jackie Desrochers, and Tom Deluca, Vice Chair.

Bill Gouveia made a motion to accept figure of \$72,235 for line 511-Other Personal Services. Seconded by Paul Helmreich. Vote: unanimous.

Bill Gouveia made a motion to accept under Treasurer/Collector line 147-570 the figure \$38,265. Seconded by Tom Deluca. Bill Gouveia made a motion to table this line item. Seconded by Mary Jo Hackett. Vote: unanimous.

LEGAL SERVICES (151)

Bill Gouveia made a motion to accept under Purchase of Services 520 the amount \$75,000 for legal services. Seconded by Jack Nicolas. Vote: 9 approve and 1 oppose.

DATA PROCESSING (155)

Bill Gouveia moved Data Processing line 155-570 for \$18,000. Seconded by Tom Deluca. Vote: unanimous.

TAX TITLE FORECLOSURE (158)

Bill Gouveia moved Tax Title Foreclosure 158-570 for \$50,000. Seconded by Michael Fiore. Vote: unanimous.

TOWN CLERK (161)

Bill Gouveia moved Town Clerk 161-510 for \$22,373. Seconded by Tom Deluca. Mary Jo Hackett made a motion to amend this amount to \$21,308. Seconded by Jack Nicolas. Vote: 4 approve (Mary Jo Hackett, Donna Summerfield, Jack Nicolas, and Michael Fiore) and 6 oppose (Donna Summerfield, Julia Sweet, Tom Deluca, Bill Gouveia, Paul Helmreich, and Jackie Desrochers). Mary Jo Hackett feels if this was a full-time position it would be paying over \$40,000/year. Jack Nicolas reminds of the rewards of working a part-time job--leaves a person flexibility in their schedule. This position is for 24 hours a week. Paul Helmreich: you want to be able to attract competent people and salary is a way of doing this. Bill Gouveia: look at job for what it is. Is it worth what you pay? Let this be the deciding factor. Vote on \$22,373: 7 in favor (Jackie Desrochers, Mike Fiore, Julia Sweet, Tom Deluca, Bill Gouveia, Paul Helmreich, and Donna Summerfield) and 3 opposed (Mary Jo Hackett, Jack Nicolas, and Tim Phelan).

Bill Gouveia moved to reconsider Treasurer/Collector salary. Seconded by Jackie Desrochers. Vote: 6 approve (Mary Jo Hackett, Donna Summerfield, Paul Helmreich, Jackie Desrochers, Julia Sweet, and Bill Gouveia) and 3 oppose (Mike Fiore, Jack Nicolas and Tim Phelan).

Bill Gouveia moved to amend the Tax Collector/Treasurer salary to \$42,000. Seconded by Tom Deluca, Vice Chair. Vote: 6 approve (Mike Fiore, Jackie Desrochers, Julia Sweet, Bill Gouveia, Paul Helmreich and Tom Deluca) and 4 oppose (Jack Nicolas, Tim Phelan, Donna Summerfield and Mary Jo Hackett).

Bill Gouveia made a motion to accept line 161-511 for \$20,590 (Town Clerk). Seconded by Paul Helmreich. Vote: unanimous.

Bill Gouveia made a motion to accept line 161-520 for Purchase of Services \$500. Seconded by Tom Deluca. Vote: unanimous.

Bill Gouveia moved 161-570 for \$1,360. Seconded by Jack Nicolas. Vote: unanimous.

ELECTION REGISTRATION (162)

Bill Gouveia made a motion to accept 162-510 Personal Services for \$400. Seconded by Tom Deluca. Vote: 9 approve and 1 abstention (Bill Gouveia).

Paul Helmreich moved \$13,842 to 162-570. Seconded by Tom Deluca. This is for state and national elections. Vote: 9 approve and 1 abstention (Bill Gouveia).

Paul Helmreich moved \$0 for 162-579. Seconded by Mary Jo Hackett. Vote: 9 approve and 1 abstention (Bill Gouveia).

CONSERVATION COMMISSION (171)

Bill Gouveia moved to table 171-510. Seconded by Tom Deluca. Vote: unanimous.

Bill Gouveia moved to accept \$5,860 for line 171-570. Seconded by Tom Deluca. Vote: unanimous.

LOCAL HOUSING (173)

Bill Gouveia made a motion to accept for Local Housing \$0 for Other Charges and Expenses. Seconded by Tom Deluca. Vote: unanimous.

PLANNING BOARD (175)

Bill Gouveia for Personal Services moved the figure \$42,011. Seconded by Tom Deluca. This is for a full-time Planner and part-time secretary. Bill Gouveia feels we do not get a bang for our buck from the Planning Board. They are not efficient or effective. He feels we do need a full-time Planner for our town because of the rapid growth it is undergoing. (Original salary for Planner was \$32,860 + 2% Union raise = \$33,517. There is also the part-time secretary and her increase.) Jack Nicolas feels we must ask, does the town need a Planner? If yes, then we should fund it. Mary Jo Hackett felt the Planning Board tried hard to catch up this year and make head-way through the back-log. Vote: 7 in favor (Tom Deluca, Michael Fiore, Jack Nicolas, Bill Gouveia, Donna Summerfield, Jackie Desrochers and Mary Jo Hackett) 2 opposed (Tim Phelan and Paul Helmreich) and 1 abstention (Julia Sweet). Mary Jo Hackett moved the figure \$5,850 for 175-570 Other Charges and Expenses. Seconded by Jack Nicolas. This figure removed \$150 for the Planner's certification. Bill Gouveia motioned to amend the previous motion and keep the figure at \$6,000. Seconded by Paul Helmreich. Vote: 6 approve (Jackie Desrochers, Tom Deluca, Paul Helmreich, Bill Gouveia, Donna Summerfield, and Julia Sweet) 4 opposed (Tim Phelan, Michael Fiore, Jack Nicolas and Mary Jo Hackett).

SERPEDD (176)

Bill Gouveia moved for \$2,140 to cover 176-560. Seconded by Paul Helmreich. Vote: unanimous.

Bill Gouveia moved to put back on the table line item 171-510. Seconded by Jack Nicolas. Vote: unanimous.

Bill Gouveia moved the figure \$37,867 for 171-510. Seconded by Jack Nicolas. This is for 1 full-time and 1 half-time position. Vote: unanimous.

ZONING BOARD OF APPEALS (177)

Bill Gouveia moved for line item 177-570 \$1,800. Seconded by Tom Deluca.
Vote: unanimous.

INDUSTRIAL DEV. COMM. (182)

Bill Gouveia moved 182-570 the sum of \$2,500. Seconded by Tom Deluca. This is for a pamphlet to attract industry to our town. Vote: unanimous.

MUNICIPAL BUILDING (192)

Bill Gouveia made a motion for 192-510 \$0. Seconded by Tom Deluca. Vote: unanimous.

Bill Gouveia moved for 192-570 the figure \$110,000. Seconded by Tom Deluca. Jack Nicolas made a motion to amend the figure to \$100,000. Seconded by Donna Summerfield. Jack feels that we are spending too much money. Bill Gouveia reminded him that this budget is still less than our levy limit--we are not a cut-and-slash committee, that is not our job. Bill Gouveia feels that we are just giving the town what they deserve. This was discussed at length as to whether this is a very good place to make a cut in the budget. The municipal building is suffering today because it wasn't taken care of for many years. Vote on the amendment 3 in favor (Donna Summerfield, Michael Fiore and Jack Nicolas) 7 opposed (Jackie Desrochers, Julia Sweet, Tim Phelan, Mary Jo Hackett, Bill Gouveia, Tom Deluca, and Paul Helmreich). Vote on original figure of \$110,000: 9 in favor and 1 opposed (Jack Nicolas).

Bill Gouveia moved to adjourn the meeting. Seconded by Mary Jo Hackett.
Vote: unanimous. Meeting adjourned at 11:03 pm.

Respectfully submitted,

Patricia C. Mello

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Recording Secretary