



TOWN OF NORTON FINANCE COMMITTEE

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Minutes of the Meeting
January 9, 1995

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NORTON TOWN CLERK

CALL TO ORDER: 7:34 p.m. by Chair, Jack Nicolas.

Roll Call: Jack Nicolas, Chair, Mike Fiore, Vice-Chair, Tim Phelan, Tom Deluca, Michael Thomas, Bill Gouveia, Paul Helmreich, Donna Summerfield, Jackie Desrochers, and Julia Sweet. **Others Present:** Walter Lindberg, Town Manager.

MINUTES

Fiore made a motion to approve the Minutes of November 21, 1994. Seconded by Thomas.
Vote: 8 in favor and 1 abstention (Deluca).

Fiore made a motion to approve the Minutes of November 28, 1994. Seconded by Thomas.
Vote: 8 in favor and 2 abstentions (Deluca and Gouveia).

NEW BUSINESS

Fiscal 1996

The town manager has started the budget process by sending out a memo to all boards, committees, department, etc. requesting that they fill in their needs for the next fiscal year. The town manager will then use these memos as a guide in determining a preliminary budget proposal for FY96.

Walter suggested the committee recommend a town meeting date in June rather than in May so that everyone is given more time to get things together. After a short discussion Gouveia made a motion to recommend to the Board of Selectmen, to schedule the town meeting in June. Seconded by Deluca. It was also suggested that the date in the by-laws be changed to June. Deluca accepted this as part of the motion. Vote: unanimous.

Short-Fall Predictions: The police department has had more injuries than expected, they will be approximately \$24,000 short in the salary budget.

There may be some capital requests. The highway department will be asking for a truck and spreader, at a total cost of about \$60,000. The school department academic computer needs may cost about \$150,000.

Weights and Measures Transfer Request: The purchase of a new set of stainless steel weights is necessary because the old ones will not pass inspection. Deluca made a motion to move \$1,500 from the Finance Committee Reserve Account to account 1-244-570-5850. Seconded by Fiore. Vote: 9 in favor and 1 opposed (Gouveia).

Gouveia moved Donna Summerfield as the representative from FINCOM to the Capital Improvements Committee. Seconded by Deluca. Vote: unanimous.

Trash Program: Participation is average at this point so the Chairman asked Walter to respond to these concerns. \$107,000 fixed costs, volume related is the rest. We need about 2,400 paid customers to break even. The potential pool of customers is 3,500-3,700 homes. Over 2,000 bins have been picked up. The more bags you use the less you have to pay. The actual cost of the bags is \$.11, the extra money tacked on to the cost of the bags will cover fixed costs if necessary. We will be \$32,000 short if we have only 2,000 people complying.

Billing: The Chairman requested a cash flow analysis from the town manager on March 1, 1995. Current by-law has no mechanism for payment. The by-law should be changed to set some standards. It was agreed that there must be some written standard. The by-law should state a mechanism in which to collect the money. Walter is going to check a by-law (untraditional) for non-criminal offenses. For those people who participate in the program but do not pay their bills, a municipal lien process was considered so when a person goes to sell their house the bill will have to be paid before papers can pass.

The bin grant fund money was discussed in respect to whether everyone should be able to get a bin if we get the grant money or should it be for only those who participate in the Town Curbside Trash Program.

Recreation Land Purchase: \$200,000 over 20 years (\$4 million). Personnel, facilities will be increased.

Budget Process: There was a long discussion regarding how to handle the budget process. The chairman discussed the idea of going department by department and voting on each department on its own merits. Then they can receive information-vote on it; then reconsider budgets if and when necessary. The pros and cons of this idea were discussed at length by all committee members. Fiore made a motion to change the procedure to vote each budget as it is presented to us. Seconded by Phelan. Vote: 2 in favor (Nicolas, Fiore) 7 opposed and 1 abstention (Sweet).

OLD BUSINESS

Project 2001: There were some format changes; removed capitalization and stabilization; still need a capital projects list. Expense numbers have been completed from 1989-1992. Helmreich distributed a handout outlining three basic principles to follow along with assumptions, estimated funding sources and estimated expenditures.

MISCELLANEOUS

Fiscal Year 1996 Budget:

Gouveia moved to submit the same budget as last year and increase clerical and printing expenses by \$500 and an additional \$200 for dues and professional organizations. Seconded by Helmreich. Vote: unanimous.

Gouveia moved to recommend ^{\$50,000}~~\$55,000~~ on the Reserve Fund. Seconded by Deluca. Vote: unanimous. *pcm*

ANNOUNCEMENTS

Next meeting will be scheduled for Monday, February 6, 1995, 7:30 p.m., at the Selectmen's Meeting Room. It was requested that the secretary send a memo to the selectmen requesting the use of the meeting room.

ADJOURNMENT

Gouveia made a motion, seconded by Deluca, to adjourn. Vote: unanimous. Meeting adjourned at 9:48 p.m.

Patricia C. Mello

Patricia C. Mello
Recording Secretary