



TOWN OF NORTON FINANCE COMMITTEE

Minutes of the Meeting
February 6, 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, and Paul Helmreich. **Absent:** Donna Summerfield, Jackie Desrochers, and Julia Sweet. **Others Present:** Walter Lindberg, Town Manager.

MINUTES

Fiore made a motion to approve the Minutes of January 9, 1995. Seconded by Deluca. On the last page, Gouveia moved the figure of \$50,000 to the FINCOM Reserve Fund, not \$55,000. Vote with change: unanimous.

NEW BUSINESS

Transfer Requests-Diane Casagni, Town Clerk

The first request was for \$625.00 to be transferred to the elections account. This money would help pay for the installment of State acquired computers for the new Motor Voter Law, the purchase of a Bar Code Scanner for the computer, and census conversion. The second request was for \$2,800 to be used fund temporary part-time help thru June 30, 1995, to work on census, additional requirements of the "Motor Voter" law and to help with regular office work.

The new Motor Voter Law will allow people to register to vote at many different locations. As of July 1, 1995, people can register to vote through the mail. Voter registration is expected to increase. In addition they need to keep track of everything they do having to do with voter registration. They have to report from each agency and how many voters they get from a particular agency. They are required to pay postage on postcards sent out and returned having to do with the registration. They have to track all voter activity, attendance at town meetings, signing of nomination papers etc... The town clerk feels that 3 part-time people in the office is not enough. One of her employees will be out on sick leave for 6-12 weeks. The person would work 20 hours/week until the end of June at \$7.30/hour. This was open for discussion. Gouveia moved to transfer \$2,880 from the FINCOM Reserve Account to the Office Salaries/Town Clerk account. Seconded by Fiore. Vote: unanimous.

The census conversion would run about \$400. Helmreich made a motion, seconded by Fiore, to transfer \$625.00 from the FINCOM Reserve Account to Data Processing. Vote: unanimous.

Inspection Department

Due to a contract change adjustments were made to longevity, and the new inspector needs his \$100 uniform allowance. Mileage, office supplies, vehicle repair/maintenance, and zoning printing have also needed adjusting. There are already \$400 in outstanding bills for vehicle repair. Zoning printing is done in small quantities at a time and they have run out of money for this year. A finance committee member suggested taking the longevity amount (\$50) out of the salaries account, which was the decided course of action. More filing-type office supplies are needed due to changing of filing techniques. Deluca made a motion to move \$2,250.00 from the FINCOM Reserve Account to the Inspection Department-Expense Account 241. Seconded by Fiore. Vote: unanimous.

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Selectmen

The request is to move \$2,500 from the FINCOM reserve account to the street lighting account. Maggie Lane and Erin Lane residents requested their street lights be turned back on after they were shut off because the developer stopped paying for the lighting. The cost to do this would be approximately \$360.00. \$1,800.00 of the request would be to cover an expected short fall in the account, and another \$340.00 would be used to fund Bryson Drive's street lights to be turned back on.

This issue was discussed at length. The idea of turning on street lights that were not funded through town meeting made some finance committee members uneasy. The public safety of the residents was brought up for discussion as was the costs involved in having to shut off lights that have already been turned on. Work is being done with the planning board in helping to bring to town meeting more streets for acceptance. They are also working on standards for contractors to follow when building new streets so that acceptance of the streets will be a smoother more efficient process.

Gouveia moved to transfer \$1,800 from the FINCOM Reserve Account to the Street Lighting Account. Seconded by Fiore. This would cover the short fall in the street lighting account. Gouveia withdrew his motion. Helmreich moved \$2,500 to be transferred from the FINCOM Reserve Account to the Street Lighting Account. Seconded by Thomas. Vote: 1 in favor (Thomas) and 6 opposed.

Town Accountant

The town accountant needs a faster, better, stronger computer for the assistant town accountant plus a new calculator and a chair. Helmreich moved \$2,650 to be transferred from the FINCOM Reserve Account to the Town Accountant Expense Account. Seconded by Gouveia. They are hoping that with the new computer they will not have to hire a part-timer in the spring. The new

assistant has worked out great and is an asset to the department already. Vote: 6 in favor and 1 opposed (Phelan).

OLD BUSINESS

Review - Project 2000

For fiscal years 89 and 90 there were a lot of numbers that they could not pull together. The chairman reviewed the project taking each heading separately and requesting recommendations from the committee members wherever they felt changes needed to occur. Part III of this plan will be the Capital Plan which has yet to be added.

MISCELLANEOUS

Gouveia moved to authorize the chairman to send a letter to the town manager asking him to consult with town counsel regarding the budget deadline dates. Will the deadline dates move forward the same amount of days as the town meeting was moved forward, or will they remain the same. Seconded by Fiore. Vote: unanimous.

The current deadline dates are as follows: March 6 the school department budget, March 15-town manager's budget.

ADJOURNMENT

The next meeting will be scheduled for February 27, 1995, at 7:30 p.m., at Selectmen's Meeting Room. Fiore made a motion, seconded by Gouveia, to adjourn. Vote: unanimous. Meeting adjourned at 10:58 p.m.

Patricia C. Mello
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Recording Secretary

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