

Finance Committee Meeting
March 27, 2013
7:30 PM
Municipal Center – Selectmen’s Conference Room

Present: Chair, Lee Tarantino; Vice-Chair, Michael Flaherty; Peter Carignan; Thomas DeLuca; Jackie Desrochers; Richard Dorney; Stephen Evans; Paul Helmreich; William Rotondi.
Also present: Town Manager, Michael Yunits.

Absent: Michael Thomas.

Call to Order

Meeting was called to order at 7:30 pm.

I. Approval of Minutes

Motion was made by Mr. Helmreich to approve the March 18, 2013 Finance Committee minutes as amended. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers and Mr. Flaherty abstaining. **Motion carries.**

Motion was made by Mr. Flaherty to approve the March 20, 2013 Finance Committee minutes as amended. Seconded by Mr. Dorney. Vote: All in favor, with Ms. Desrochers, Mr. DeLuca and Mr. Rotondi abstaining. **Motion carries.**

II. New Business

Annual Town Meeting Warrant:

Article 10 – Revolving Fund

Motion was made by Mr. Flaherty to recommend Article 10 as written. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Capital Improvements Plan

Mr. Yunits reviewed recommended Capital items with the FinCom including, but not limited to, the following:

\$96,843 – Data Processing (a new server and other)

\$86,550 – Municipal Building (Police HVAC and Highway Dept. building)

\$70,000 – Police Department (Cruiser and supervisor cruiser replacements)

\$58,500 – Fire Department (1st year lease for a mini-pumper and hydraulic generator)

Mr. Yunits said that these would be paid from Ambulance Fund. Mr. Helmreich said that he doesn’t feel comfortable with these pieces of equipment being paid from the Ambulance fund. Mr. Yunits said the reasoning was that this equipment could be part of a rescue situation.

\$100K – School Department – The center core (AC) for the JC Solmonese school needs to be replaced as a part of the roof repair.

\$35,983 – Library – HVAC system

Sewer projects - \$99,431

Water projects - \$418,000

Special Town Meeting Warrant:

FY13 Capital Plan Amendment

Mr. Yunits said that there will be an article on the Special Town Meeting Warrant requesting an amendment to the FY13 Capital Plan. He explained that a plow vehicle was in a head-on collision this winter and the vehicle was totaled. This amendment would fund the \$146,311 that it would cost to replace the truck and plow.

III. Old Business

Library Budget –

Mr. Yunits informed the FinCom that he has revised the Town Manager's recommended FY14 budget giving employees a 2% raise, with the exception of one employee that has moved to a new position which would be given a 4% raise.

School Budget –

Mr. Yunits informed the FinCom that he would be meeting with the School Department tomorrow to discuss cuts to the FY14 budget. He also said that the funds for Norfolk Agricultural School placement for FY14 comes from the School budget and is considered an out-of-district placement.

FY14 Budget Votes

#306 Southeastern Regional School –

Mr. Helmreich asked whether the FinCom should wait to vote since the SE Reg. School Superintendent said that the school board hasn't voted on the budget yet. It was decided to vote tonight and then reconsider if necessary.

Motion was made by Mr. Flaherty to recommend account #306 in the amount of \$1,158,580 for the assessment for Southeastern Regional School. Seconded by Mr. DeLuca. Mr. Helmreich noted that the state is not funding the transportation, which has happened in the past. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

#308 Bristol County Agricultural School –

Motion was made by Mr. Flaherty to recommend account #308 in the amount of \$26K for the assessment for Bristol County Agricultural School. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

#438 Sanitary Landfill –

Motion was made by Mr. Flaherty to recommend account #438 (Sanitary Landfill) in the amount of \$6,700. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

#135 Town Accountant –

Motion was made by Mr. Flaherty to recommend account #135-510 (Personal Service) in the amount of \$168,147. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

Motion was made by Mr. Flaherty to recommend account #135-520 (Purchase of Services) in the amount of \$23,500. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

Motion was made by Mr. Flaherty to recommend account #135-570 (Expenditures) in the amount of \$2,650. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

#141 Assessors –

Motion was made by Mr. Flaherty to recommend account #141-510 (Personal Service) in the amount of \$122,618. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

Motion was made by Mr. Flaherty to recommend account #141-570 (Expenditures) in the amount of \$27,587. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

147 Treasurer/Collector –

Motion was made by Mr. Flaherty to recommend account #147-510 (Personal Service) in the amount of \$194,636. It was noted that this is a reduction of less than \$3K. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

Motion was made by Mr. Flaherty to recommend account #147-570 (Expenditures) in the amount of \$48,290. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

#155 Data Processing –

Mr. Yunits noted that about \$12K would be used to purchase at least 5 new computers for town offices.

Motion was made by Mr. Flaherty to recommend account #155-570 (Expenditures) in the amount of \$126,810. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

#192 Municipal Building Maintenance –

Mr. Yunits spoke about the possibility of creating a town maintenance program in the future which would also include school buildings.

Motion was made by Mr. Flaherty to recommend account #192-570 (Expenditures) in the amount of \$219,400. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

#630 Recreation –

Mr. Yunits explained that \$3K was requested for lifeguard salaries but that it is not possible to fund at this time. He also informed the FinCom that work is about to start on the roof, columns, etc. at the pavilion at Everett Leonard Park.

Motion was made by Mr. Flaherty to recommend account #630-570 (Expenditures) in the amount of \$10K. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

Mr. Tarantino requested that Mr. Yunits get a rundown of revenues and expenses. He said he was interested in seeing how much money the department needs to raise annually.

#122 Board of Selectmen –

Motion was made by Mr. Flaherty to recommend account #122-510 (Personal Service) in the amount of \$49,554. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

Motion was made by Mr. Flaherty to recommend account #122-570 (Expenditures) in the amount of \$1,835. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

#123 Town Manager –

Motion was made by Mr. Flaherty to recommend account #123-510 (Personal Service) in the amount of \$191,538. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

Motion was made by Mr. Flaherty to recommend account #123-570 (Expenditures) in the amount of \$9,300. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

#161 Town Clerk –

Motion was made by Mr. Flaherty to recommend account #161-510 (Personal Service) in the amount of \$38,741. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

Mr. Yunits explained that he is not recommending any increase in the Town Clerk's salary for this year.

Motion was made by Mr. Flaherty to recommend account #161-511 (Salary – Elected Official) in the amount of \$59,666. Seconded by Mr. DeLuca.

Motion was made to amend the original motion to the amount of \$61,095. Seconded by Mr. DeLuca. Discussion: Mr. Helmreich said that he disagrees with the reasoning of giving the Town Clerk a 0% increase this year. He said that last year's increase was based on an increase in hours worked (from 30 to 38.5). He feels the Clerk should receive the same 2% increase that all other town employees are receiving.

A discussion was had on whether the Finance Committee can set a salary or just recommend it. Most agreed that a Town Meeting vote sets a salary.

Motion was made by Mr. Rotondi to amend the amendment to the amount of \$60,263 (which is a 1% raise as discussed by Mr. Yunits). Seconded by Mr. Dorney. Vote: 5 members in favor, with Mr. Helmreich, Mr. Evans, and Mr. Tarantino opposed and Ms. Desrochers abstaining.

Motion carries to amend the amendment.

Vote on the new amendment: 5 members in favor, with Mr. Evans, Mr. Flaherty, and Mr. Tarantino opposed, and Ms. Desrochers abstaining. **Motion carries.**

Motion was made by Mr. Flaherty to recommend account #161-570 (Expenditures) in the amount of \$3,905. Seconded by Mr. DeLuca. Vote: All in favor, with Ms. Desrochers abstaining. **Motion carries.**

It was noted that the new total for the department is \$102,909.

#210 Police Department–

Mr. Yunits noted that this new amount reflects the reduction in overtime. Mr. Tarantino also noted that it does not include the school officer either.

Motion was made by Mr. Flaherty to recommend account #210-510 (Personal Service) in the amount of \$2,355,191. Seconded by Mr. DeLuca. Vote: 8 members in favor, with Mr. Rotondi opposed. **Motion carries.**

Mr. Rotondi said that he didn't agree with the reduction in funding for overtime.

Motion was made by Mr. Flaherty to recommend account #210-570 (Expenditures) in the amount of \$179,794. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#220 Fire Department –

Mr. Yunits said that this new amount reflects a slight decrease in Charges and Expenditures and that it has been reviewed with the fire chief and he is in accordance.

Motion was made by Mr. Flaherty to recommend account #220-510 (Personal Service) in the amount of \$2,726,953. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Flaherty to recommend account #220-570 (Expenditures) in the amount of \$153,950. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#230 Emergency Medical Services –

Motion was made by Mr. Flaherty to recommend account #230-570 (Expenditures) in the amount of \$82K. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Mr. Evans asked how large the TPC fund gets. Mr. Yunits said that the town would likely be receiving \$30K this year but that he is unsure of the total in the account.

#240 Emergency Planning –

Motion was made by Mr. Flaherty to recommend account #240-570 (Expenditures) in the amount of \$6,250. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#290 Communications Department –

Mr. Yunits noted that this amount reflects a decrease of \$14K in overtime. Mr. Tarantino said that he is interested in seeing how well the new system works (of having part-timers cover shifts), and if it will really decrease overtime.

Mr. Tarantino also mentioned that these part-timers are eligible for benefits because they would be working 20 hours. He feels that these positions should be decreased to 19 hours.

It was decided to wait on a vote for this department.

#420 Highway Department –

It was noted that this budget amount includes the salary for a new position.

Motion was made by Mr. Flaherty to recommend account #420-510 (Personal Service) in the amount of \$594,399. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Flaherty to recommend account #420-570 (Expenditures) in the amount of \$97,800. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Flaherty to recommend account #420-580 (Surface Treatment) in the amount of \$12K. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Flaherty to recommend account #420-581 (Repairs to Private Ways) in the amount of \$1K. Seconded by Mr. DeLuca. Vote: 8 in favor, with Mr. Tarantino opposed. **Motion carries.**

#423 Snow Removal –

Motion was made by Mr. Flaherty to recommend account #423-570 (Expenditures) in the amount of \$80K. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Next Meeting

The next meeting is scheduled for April 1, 2013 at 7:30 pm.

Adjournment

Motion was made by Mr. Carignan to adjourn at 9:25 pm. Seconded by Mr. DeLuca. Vote: Unanimous. **Motion carries.**

Documents Referenced: Minutes of March 18, 2013
Minutes of March 20, 2013
Budget sheets for the following departments: #300, 306, 308, 438, 135, 141, 147, 155, 192, 630, 122, 123, 161, 210, 220, 230, 240, 290, 420, 423
Annual Town Meeting Warrant draft
Capital Improvements Plan worksheet

Respectfully Submitted by: _____

Lee Tarantino, Finance Committee Chair

Date Approved

Sara Lyons, Finance Committee Secretary