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**Finance Committee
Meeting Minutes
March 5, 2018**

I. 7:00 P.M. Call to Order

The March 5, 2018 meeting of the Finance Committee was held in the Board of Selectmen Room and was called to order at 7:00 P.M., by Mr. Richard Dorney, Chairman. Members Present: Mr. Walter Eykel, Mr. Aaron Smith, Ms. Aimee Sawyer, Mr. Paul Helmreich, Mr. Richard Dorney, Mr. William Rotondi, Mr. Stephen Evans, Mr. Mike Fiore, Ms. Bonnie Yezukevich and Mr. Tom DeLuca. Also in attendance was Mr. Mike Yunits, Town Manager. Not in attendance: Mr. Peter Carignan.

II. Warrant Article Discussions

Mr. Yunits reviewed the FY19 Estimated Operating Revenue and Expenditures and the proposed budget timelines. Mr. Yunits reviewed budget 630, Recreation. Increases for this budget include a cell phone plan for the Director, repair and maintenance for the grounds, updates in life guard safety equipment and construction work to be done on the pool. Mr. Yunits responded to questions from Committee members.

Mr. Bernie Marshall came before the Board and presented budgets 440 (Sewer) and 450 (Water). He stated the only major addition to the Sewer budget is more allocated funds for overtime. Mr. Marshall reviewed upcoming projects in the pipeline as the reasoning behind the request for \$45-50K more for overtime. In addition, the water budget has been increased due to regulatory testing requirements. Mr. Marshall responded to questions from Committee members.

Mr. Yunits reviewed budget 241 (Inspection) and responded to questions from Committee members. He then reviewed budget 171 (Conservation). Two increases were under line item maintenance for work to be done on Camp Edith Read and professional services due to the bi-annual reports on the dams. Mr. Yunits then reviewed budget 292 (Animal Control) to which there were no major increases. He then reviewed budget 141 (Assessors) which overall has a slight decrease in expenses due to a decrease in contractual services. There was also a slight increase in mapping due to the new development in the Town.

Mr. Yunits then reviewed budget 147 (Treasurer/Collector) and stated the increase in line item purchase of services is due to a software purchase and required filings. Mr. Evans inquired about outstanding debt and Mr. Yunits replied he would get this information. Mr. Yunits then reviewed budgets 158 (Tax Tile/Foreclosure), 711 (Maturing Debt), 750 (Debt Interest), 910 (Employee Benefits), and 911 (Unemployment), all of which has no major changes.

Mr. Yunits then reviewed budget 940 (Miscellaneous) and explained the increases are due to insurance rates. He then reviewed budget 510 (Board of Health), 438 (Sanitary Landfill), 541 (Council on Aging), 543 (Veterans) and 692 (Memorial and Vets). In regards to budgets 541 and 543, Mr. Yunits stated a part-time clerk is needed for Council on Aging as well as Health Services and Veterans Departments.

Mr. Yunits then reviewed the five-year capital improvement program. Currently, there is over \$1

million in capital. The Conservation Department is requesting over \$26K for improvements to be done on Camp Edith Read. Other departments that are requesting funds from the capital program include Police, Fire, Data Processing, School, Highway, Library and Water.

III. Adjournment

MOTION was made by Mr. DeLuca to Adjourn at 8:01 p.m. Seconded by Mr. Evans. Vote: Unanimous. MOTION CARRIES.

Materials Provided:

- Proposed Budget Schedule Guidelines
- Estimated Revenues and Expenditures – Draft #1
- Draft Five-Year Capital Plan
- Budget Packets - #141, #147, #158, #292, #438, #440, #450, #510, #522, #541, #543, #630, #692, #711, #750, #910, #911, and #940.

Respectfully Submitted by: Kayleigh Correia, Recording Secretary

Minutes Approved by Committee on: March 14, 2018

Signature: Richard F. Garry