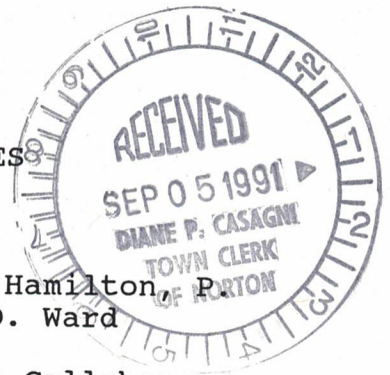


FINANCE COMMITTEE MEETING MINUTES
June 24, 1991



Present: M. Brown, J. Desrochers, K. Eagan, E. Hamilton, P. Helmreich, B. Kimball, C. MacQuown, R. Nugent, D. Ward

Others Present: Chief Burgess, Chief Keene, Dan Callahan, S. Lombard

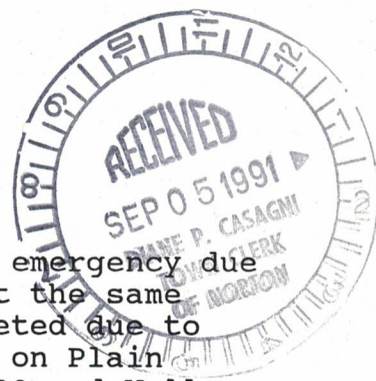
Chief Burgess here tonight to discuss his transfer request of \$31,781 from the Finance Committee Reserve Fund. Chief Burgess discussed the problems resulting from on-the-job injuries, illness, and the return of a suspended firefighter.

P. Helmreich noted that the problems in the Fire Department are two fold: medical costs and calling in call firefighters for extra shifts which increase salary costs. He also noted that these problems were dealt with by shutting down two stations and by calling people in for extra shifts.

K. Eagan asked why this matter was not brought before the Special Town Meeting in May. S. Lombard said that he could not anticipate injuries or this kind of expense at the time. He said the budget took a big hit in April, May and June. Discussion followed.

Next, Chief Keene discussed his request for a transfer of \$8,972 from the Finance Committee Reserve Fund. Chief Keene, noting that the police station would be closed on many of its shifts, discussed the need for a mobile data terminal and accessories plus the need for an intercom system, camera and monitor. Asked about the impact of not making these purchases, Chief Keene said that police officers will be forced to spend more time in the station than he would like. Discussion followed on the necessity of purchasing this equipment.

Next on the agenda, Dan Callahan discussed his need for a better billing system for the Water/Sewer Departments. He noted that the current program is inadequate. Currently, the Water Department does the billing and the Treasurer/Collector collects the receipts and sends them back to the Water Department. Mr. Callahan said he met with the Capital Improvements Committee and they support the purchase of a new software package instead of altering the existing system. The new software package will allow the Water Department terminals to become satellites of the Town's computer thereby tying all departments into one system. He said the total estimated cost for this project would be approximately \$15,000. He said he will split the cost equally between the Water and Sewer Department's FY '91 budgets. Paul Helmreich asked that all members favoring this project so indicate. The affirmative response was unanimous.



Mr. Callahan also discussed the recent water supply emergency due to losing the availability of two municipal wells at the same time. He noted that two treatments have been completed due to this emergency situation. He noted that Well No. 4 on Plain Street needs cleaning at an estimated cost of \$10,000 and Well No. 5 on Plain Street requires a motor overhaul and the replacement of the center guide bearing at a cost of \$5,000. He said that these costs will come out of the FY '91 budget which has a \$30,000 surplus.

P. Helmreich asked all those in favor of a well maintenance project: unanimous.

P. Helmreich called on S. Lombard to discuss three transfer requests. S. Lombard requested that his share of the printing costs for the Finance Committee Report for the Annual May Town Meeting be paid out of the Finance Committee budget.

A motion was moved, seconded and voted to transfer \$200 from the Finance Committee Reserve Account to the Finance Committee Expense Account. In Favor: unanimous

A motion was moved, seconded and voted to pay Southeast Regional School \$2,740.21. In Favor: unanimous

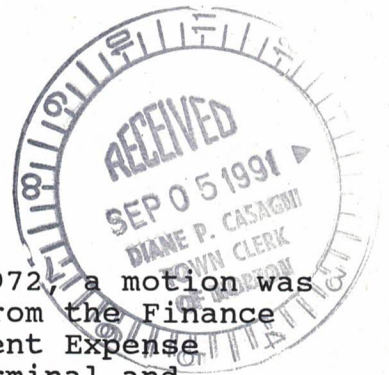
S. Lombard discussed the following transfer requests: \$5,509 needed by the Accounting Department to cover medicare costs; \$7,864.74 to cover increased electrical costs for street lighting. He noted that electrical costs increased by \$4,591 resulting in a shortfall. S. Lombard said he made in error in his calculations by calculating 11 months instead of 12. S. Lombard also said the rooftop unit is in need of repair at a cost of \$5,868.38.

P. Helmreich informed Mr. Lombard that he received a transfer request of \$530 from the Dog Officer to cover care and custody costs.

S. Lombard also informed the Committee that he has restructured the shifts in the Communications Department. He said that a full-time position (40 hours) cannot be filled by part-time non-union people. S. Lombard said that he might have to bring back the fourth person in order to comply with union rules but he will still stay within the budget. P. Helmreich thanked Mr. Lombard for coming before the Committee.

P. Helmreich noted that the Finance Committee Reserve Account has \$64,461.00.

A motion was moved, seconded and voted to transfer \$31,781 from the Finance Committee Reserve Account to the Fire Department Salary Account. In Favor: 2 (Hamilton, Desrochers) Opposed: 6 (Kimball, Ward, Nugent, Eagan, Brown MacQuown) Motion defeated.



Regarding the Police Department request for \$8,972, a motion was moved, seconded, and voted to transfer \$3,798 from the Finance Committee Reserve Account to the Police Department Expense Account to cover the costs for a mobile data terminal and accessories. In Favor: 1 (Hamilton) Opposed: 7 (Kimball, Ward, Nugent, Eagan, Brown, MacQuown, Desrochers) Motion defeated.

A motion was moved, seconded and voted to transfer \$313 from the Finance Committee Reserve Account to the Police Department Expense Account to cover the costs of an intercom system. In Favor: 3 (Hamilton, Eagan, Ward) Opposed: 5 (Kimball, Nugent, Brown, MacQuown, Desrochers) Motion defeated.

A motion was moved, seconded and voted to transfer \$920 from the Finance Committee Reserve Account to the Police Department Expense Account to cover the costs of a camera and monitor. In Favor: 2 (Hamilton, Eagan) Opposed: 6 (Kimball, Ward, Nugent, Brown, MacQuown, Desrochers) Motion defeated.

A motion was moved, seconded and voted to transfer \$143 from the Finance Committee Reserve Account to the Police Department Expense Account to cover the costs of a door annunciator. In Favor: 2 (Hamilton, Eagan) Opposed: 6 (Kimball, Ward, Nugent, Brown, MacQuown, Desrochers) Motion defeated.

A motion was moved, seconded and voted to transfer \$5,509 from the Finance Committee Reserve Account to the Accounting Department (Account 910-570-5173) to cover medicare costs. In Favor: unanimous Motion passed.

A motion was moved, seconded and voted to transfer \$7,865 from the Finance Committee Reserve Account to Account 425-520, Street Lights. In Favor: unanimous Motion passed.

A motion was moved, seconded and voted to transfer \$5,869 from the Finance Committee Reserve Account to Municipal Building Expense Account (192-570) to cover costs for repair of the rooftop unit. In Favor: 7 (Kimball, Ward, Nugent, Eagan, Brown, Desrochers) Opposed: 1 (MacQuown) Motion passed.

A motion was moved, seconded, and voted to transfer \$530 from the Finance Committee Reserve Account to Account 292-571-5581, Dog Officer's Expense Account to cover the costs of care and custody. In Favor: 5 (Nugent, Eagan, MacQuown, Brown, Desrochers) Opposed: 2 (Kimball, Ward) (Hamilton not present) Motion passed.

A motion was moved, seconded, and voted to send P. Helmreich's draft letter to all departments asking them to set aside 4% of their budget in anticipation of further budget cuts. In Favor: unanimous Motion passed.

P. Helmreich informed the Committee that they need to look for a new secretary and that Mary Jo Hackett would accept the Chair of the Committee next year. He noted that the Committee needs a new Vice Chair. P. Helmreich accepted Kevin Eagan's resignation and noted that the Committee would welcome him back in 1993. He also thanked him for his valuable service to the Town.

The next meeting of the Finance Committee will be Wednesday, August 7 at 7:30 p.m.

The meeting adjourned at approximately 11:00 p.m.

