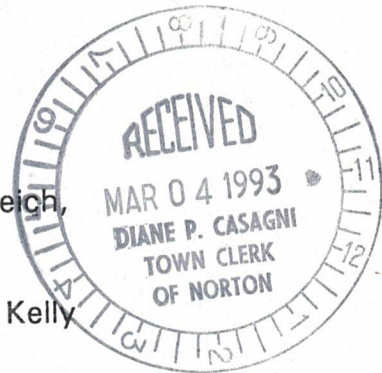


Town Clerk

FINANCE COMMITTEE MEETING MINUTES
February 1, 1993



Present: T. DeLuca, J. Desrochers, M. Fiore, W. Gouveia, P. Helmreich, J. Nicolas, T. Phelan, D. Summerfield, P. Zawasky

Others Present: Acting Town Manager Keene, Jr., Mr. Zaroni, Mr. Kelly

Chair Gouveia called the meeting to order at 7:30 p.m. He stated that the purpose of this meeting is discussion of the FY '94 budget with Acting Town Manager Benton Keene, Jr.

Chair Gouveia turned the meeting over to Acting Town Manager Keene. The Acting Town Manager proceeded to present his preliminary Town Budget reductions for Fiscal 1994 as requested by the Finance Committee.

In presenting his preliminary FY 1994 budget, Acting Town Manager Keene noted that the shortfall of \$550,556 estimated by former Town Manager Stephen Lombard has increased by \$147,000. He stated that the shortfall increased due to the following: the Board of Health had not submitted their budget of \$62,946.00 to the former Town Manager; the budgeted amount for the Board of Health Nurse (\$3,350.00) was also not included; the B/C Retirement budget increased by \$2,732.00; and the Overlay Account was short by \$50,000. Acting Town Manager Keene pointed out that the total figure for the municipal town government reduction is now \$697,414.

Acting Town Manager Keene again reiterated his recommendation that town department heads make the necessary cuts in their budgets, then notify him and the Finance Committee of their recommendations. He stated that it is important to do this as soon as possible because their decisions could affect unemployment benefits and health insurance costs resulting from personnel cuts. These costs have to be determined quickly in order to finalize the budget.

Chair Gouveia stated that the printout the Finance Committee is currently using includes the Board of Health budget request and the Board of Health Nurse, so there is \$66,296 less that has to be reduced from the budget. Chair Gouveia further stated that the reductions do not explain the impact of the cuts, but the Acting Town Manager's preliminary FY '94 budget fulfills the Town Charter requirement and gives the Finance Committee a starting point.

Acting Town Manager Keene stated that he feels optimistic that there won't be layoffs because of early retirements. Acting Town Manager Keene recommended that the \$66,296 be put back into the Board of Health and the Board of Health Nurse accounts.

Chair Gouveia opened the floor for discussion. Mr. Woods questioned whether or

not this was a legal budget. Chair Gouveia stated that it is a legal entity set up by the Town Charter.

Mr. Andrews discussed his concerns about the possibility of cutting the fire and police chiefs and replacing them with a public safety officer. Chair Gouveia reiterated that this was only one of many suggestions the Chief made to get to the bottom line dollar amount.

Mr. Zanoni then presented his own budget assumptions for fiscal FY '94. He also stated that the Acting Town Manager's preliminary fiscal '94 budget should have come to the Board of Selectmen before going before the Finance Committee.

Chair Gouveia thanked Acting Town Manager Keene for his presentation and all those who came to the meeting to express their concerns.

Chair Gouveia stated that he will set up a schedule with department heads to get their impact statements, starting first with the Police Department, Fire Department, and the Library. The meetings will be scheduled every Monday and Wednesday.

Next, Chair Gouveia spoke about the upcoming Special Town Meeting on February 22, 1993. He called upon Acting Town Manager Keene to discuss the articles included in the warrant for the Special Town Meeting.

Article 1 (\$3,000)

Acting Town Manager Keene stated that the Selectmen did not say what account this amount would come from.

Article 2 (\$2,500)

Acting Town Manager Keene stated that the maintenance person in the Town Hall retired--will have to use the maintenance person from the Police Station.

Article 3 (\$7,000)

There are 12 new cases for unemployment benefits.

Article 4

Acting Town Manager Keene stated that this is not a money warrant and will be paid out of this year's expense account.

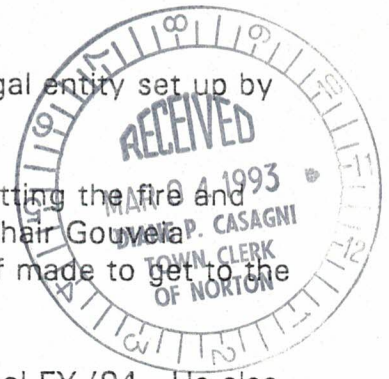
Article 5 (\$50.00)

This amount was inadvertently left out of the budget.

Article 6

Acting Town Manager Keene stated that the Building Inspector is required by law to see that the codes are adhered to.

Article 7



Acting Town Manager Keene stated that this is not a money article.

Article 8

Acting Town Manager Keene said this article was approved by the Selectmen.

Article 9 (\$29,000)

Acting Town Manager Keene stated that \$60,000 was appropriated for the whole year. There are \$5,000 worth of bills that need to be paid out of \$1,500 left in the account.

Chair Gouveia thanked Acting Town Manager Keene for his explanation of the warrants. Chair Gouveia next called on Mr. Kelly who asked the Finance Committee to support his request for funding for a secretarial position.

The meeting adjourned at 10:50 p.m.

