

approved

Town of Norton
Finance Committee
Minutes of Meeting
February 23, 1994

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NORTON TOWN CLERK

Attendees: Phil Zawasky, Chair, Donna Summerfield, Michael Fiore, Tim Phelan, Bill Gouveia, Paul Helmreich, and Jackie Desrochers.

The meeting was called to order at 7:37 pm by Phil Zawasky, Chair.

The first order of business was to review and vote to approve the minutes from past meetings February 2, and February 7, 1994.

The minutes of Feb. 2, 1994 needed the correction of a misspelled word (page 2, paragraph 2) "petition" but was otherwise acceptable. Bill Gouveia made a motion to approve these minutes and was seconded by Phil Zawasky, Chair. Vote: unanimous.

The minutes dated February 7, 1994 needed the words "and others" added to the end of the last sentence in paragraph 5. A motion to accept these minutes was made by Bill Gouveia and seconded by Donna Summerfield. The vote was 5 in favor and 1 abstention (Paul Helmreich).

The minutes dated January 3 and February 9, 1994, were distributed and will be reviewed at the next meeting.

Walter Lindberg, Town Manager, then took the floor and explained his preliminary town budget. He handed out three packets: (1) a brief cover letter, (2) a summary package and worksheet, and (3) a department salary listing.

He went on to explain that the budget represents a 4.08% increase over last year's budget yet the total amount of his recommended budget for all Town Departments is almost exactly the same as last year's total. The budget shows a decrease of \$4,077 or .05% dropping from last year's total of \$7,617,000 to \$7,612,923.

There was discussion about the "free cash" category and whether it may be in its best interest to put some of this money into the capital improvements fund. Walter would like to see the money available with as much flexibility as possible. He also believes that using the free cash account for reoccurring expenses is dangerous.

Paul Helmreich suggested to Walter to get line itemizations for the budgets so that they can better analyze the budget. Walter will try to have as many departments itemized as is possible for the next meeting. This was suggested in order to expedite the analysis and make more efficient use of the very limited time FinCom has to review the budget before the Town Meeting.

There was a motion by Phil Zawaski, Chair, to hold a meeting on Monday, February 28, 1994, at 7:30 pm. The motion was seconded by Mike Fiore. Vote: unanimous.

Paul Helmreich noted that he wanted to see line items added back to the budget and that they belong in the annual budget so people can see where the money goes. The line items he is most concerned about are stabilization and capital improvements fund.

There was a motion by Paul Helmreich to post meetings for every Monday and Wednesday through the month of March. The motion was seconded by Mike Fiore. The motion was then revised by Phil Zawasky, Chair: All Finance Committee meetings will be on Monday and Wednesday at 7:30 pm throughout the month of March, with the exception of March 21, 1994, when we will meet at 6:30 pm in the Middle School cafeteria. Vote: unanimous.

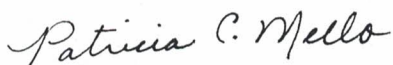
Walter Lindberg, Town Manager suggested that FinCom meet with each department head so that they can more clearly describe and defend their requests in the budget.

As part of his budget, Walter would like an office support person to be used as a floater. They would assist in "crunch" situations and fill in for vacationing personnel when necessary.

Tim Phelan suggested directing funds into the Town Managers budget for this person and other necessary office supplies.

Motion to adjourn was made by Donna Summerfield and seconded by Tim Phelan. Vote: unanimous. Meeting adjourned at 9:53 pm.

Respectfully submitted,



Patricia C. Mello
Recording Secretary