

TOWN OF NORTON FINANCE COMMITTEE

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NORTON TOWN CLERK

Minutes of the Meeting
March 20, 1996

CALL TO ORDER: 7:31 p.m. by Chair, Michael Fiore.

Roll Call: Michael Fiore, Chair; Michael Thomas, Vice-Chair,, Thomas Deluca, Jackie Desrochers (8:13 p.m.), Paul Helmreich, Cornelius Linehan, Christine Meyer, Jack Nicolas, and Jonathan Rowe. **Absent:** James Barrett and Donna Summerfield.

MINUTES

Thomas made a motion to approve the Minutes of March 18, 1996. Seconded by Nicolas. Vote: 7 in favor and 0 opposed.

NEW BUSINESS

Special (within the Special) Town Meeting Warrant: The town clerk has not certified all the signatures yet for Article 2. Town counsel will voice his concerns at the town meeting and will advise to refrain from taking a vote.

Special Town Meeting Warrant: there is no new information on the land taking Article.

FY '97 Budget

Town Manager (123): Helmreich suggested that the chairman have the selectmen come before the board to speak on this budget.

Accounting (135): The committee discussed this account at length. The previous assistant town accountant started as a clerk and was upgraded to assistant town accountant. This is a union position appointed by the town accountant. Fiore suggests having the town accountant come before the committee to discuss these changes. She is also upgrading an account clerk to principal accountant clerk.

Assessors (141): There is one person in the clerical union, and people in the A union B unions. The town manager discussed the various unions and who is encompassed within each union. The

assessors office uses software that is not competitive anymore because they have been using it for a number of years making it difficult for a new firm to come in and meet their needs.

Treasurer/Collector (147): \$300 is for longevity in 147-511. Line item 147-570 is less \$7,000 because of over budgeting banking services. Under office supplies for FY '95-96 there was a big jump -- the committee requested the town manager find out what the jump was caused by and why has that line item remained so high.

Town Clerk (161): The town clerk has 3 positions with no changes in hours. She is requesting a 5% increase in salary for the assistant clerk and department secretary, they are in the clerical union.

Conservation Commission (171): The director is in the A union; the secretary is in the B union. The secretary makes \$8.21/hour which is not the highest amount, the range runs from \$7.12 - \$10.95/hour, this is the second step for a department head secretary.

Planning Board (175): They have a full-time town planner and a part time secretary. Under expenses they have added a request for \$2,000 for a recording secretary (last year it was \$1,880) The planner is in union A and the secretary is in the clerical union.

IDC (182): The town manager will get a break down of what they want to do with the \$3,500.

Municipal Building (192): No major renovations are being considered. There will be some spot maintenance which needs to be done and some compliance work.

Nicolas moved \$0 for line item 192-510 Personal Services; seconded by Thomas. Vote: unanimous. Nicolas moved \$135,000 for 192-570 Other Charges & Expenses; seconded by Linehan. Lindberg is comfortable with this amount. Vote: unanimous.

Inspection Department (241): He has been collecting for mileage. They are going to get the inspector a car that is in better shape. The expense budget has gone up almost 100% over just a few years. There is \$4,000 budgeted for temporary clerical services to cover the senior secretary who has up to 5 weeks of vacation time. There is also a great deal of car maintenance expenses. Lindberg will provide more detailed information to satisfy the committee.

Communications (290): Lindberg received a revised budget going from \$203,351 down to \$195,693 (less \$7,600); salary stayed the same and \$7,000 came off the expense side. Telephone was up higher than 1996. The radio concern will be requested from the capital account. The supervisor is in the A union and the employees are in the B union. They have not negotiated their contracts yet.

Dog Officer (292): We will need a kennel facility soon. It is a difficult need because kennels will be expensive. That is a \$150,000 budget item. The Fogerty's are not ready to step down yet. 570-582 Disposal of Animals - there is a \$1,100 budget allotment but only \$175 has been used to date. Lindberg will get back to the committee on this.

Highway (420): Lindberg will be adding in for a 5% increase in the highway superintendent's salary.

Snow Removal (423): Nicolas made a motion, seconded by Thomas, to approve \$55,000 for line item 423-570 Other Charges & Expenses. (\$53,081 is what our reimbursement from the State will be.) Vote: unanimous. *for FY 96 pch*

Street Lighting (425): Deluca questioned the town manager as to whether this appropriation will be enough for next year or will there be a need for more money later due to new housing developments and requests. Lindberg stated that any new streets that may be accepted and any streets that the selectmen may approve requests for would not be covered. Helmreich suggested that all requests be collected over a period of time then put into the following year's budget. Nicolas made a motion to take off the table Street Lighting (425); seconded by Helmreich. Vote: unanimous. Nicolas moved \$58,500 for line item 425-520 Purchase of Services; seconded by Deluca. Vote: unanimous.

Rubbish (433) and SWAC (436) will be scheduled for Wednesday, April 10, 1996.

Sanitary Landfill (438): Their budget includes gas migration testing and other liquid testing. Lindberg suggests doing some of the testing once and do no migration testing. Lindberg thinks the committee should hear from the board of health on that one. The site walk was over two weeks ago and the DEP should be releasing their report by Friday.

Sewer Budget (440): There is a user fee increase - this is for all the town's use and capacity charges for next year.

Human Services (541): They need some clerical support. This would be for 18 hours/week so the town would not have to pay benefits. The human resource director is in the A union.

Handicap Commission (549): They need new stationery. Nicolas moved \$500 for line item 549-570 Other Charges & Expenses; seconded by Thomas. Vote: unanimous.

Employee Benefits (910): The figure of \$1,450,000 is for health insurance. Nicolas moved \$610,796 for line item 910-510 Personal Services; seconded by Helmreich. Vote: unanimous. Nicolas moved \$1,450,000 for line item 910-511 Other Personal Services; seconded by Linehan. Vote: unanimous. Nicolas moved \$50,000 for line item 910-570 Other Charges & Expenses; seconded by Thomas. Vote: unanimous.

MISCELLANEOUS

On the March 11, 1996 Minutes, an error was made on the last page concerning the committee's vote on Article 4. The original minutes stated that the committee voted 6 in favor of recommending the article; the committee actually voted 6 against the recommendation. The

minutes will be corrected before they are submitted to the town clerk's office per the general consensus of the finance committee.

NEXT MEETING'S AGENDA

Monday, March 25, 1996

- School Building Committee
- Collector/Treasurer re: Financing of town projects

ADJOURNMENT

Helmreich made a motion, seconded by Deluca, to adjourn. Meeting adjourned at 10:35 p.m.



Patricia C. Mello
Recording Secretary