

Finance Committee Meeting
January 3, 2011
7:30 PM
Municipal Center – Selectmen’s Conference Room

Present: Chairman, Thomas DeLuca; Vice-Chairman, Wayne Graf; Jackie Desrochers; Michael Flaherty; Brett Franklin; Paul Helmreich; William Rotondi; Michael Thomas; Lee Tarantino; Town Manager, James Purcell.

Absent: Cheryl McFaun.

Call to Order

Meeting was called to order at 7:30 pm.

I. Approval of Minutes

Motion was made by Mr. Tarantino to approve the October 13, 2010 Finance Committee minutes as amended. Seconded by Ms. Desrochers. Vote: All in favor, with Mr. Graf, Mr. Franklin, and Mr. Rotundi abstaining.

Motion carries.

II. New Business

Mr. Purcell informed the FinCom that the Special Town Meeting warrant will be posted tomorrow. He noted that **Article 8** (Wastewater Inter-municipal Agreement) is the only article that may be withdrawn. He said he plans to invite the W/S department to the next FinCom meeting.

Warrant Articles:

Danielle Sicard - Town Clerk and Brian Plante - Dog Officer, presented 2 articles (#12 and #3) to the Finance Committee as follows:

Article 12 – Change of Dog Licensing Time Period – This article would change the dog licensing period to January 1st through December 31st. Ms. Sicard explained that this would allow the Town clerk’s office to send out the license renewal letters with the census in January. She went on to say that this would save the town money in postage costs.

Article 3 – Dog Licensing Software – The article is requesting a fund transfer from the Dog Fund Account to the Data Processing Account to purchase dog licensing and/or animal control software. Mr. Plante explained that the software would allow the Town Clerk’s office and the Dog Officer quick access to information on town dogs, such as vaccinations, length of time spent at the pound, and if a dog is licensed. He said that he is hoping to use the senior work program for help with the input of information.

Mr. Purcell noted that the request is for 12-15% of the dog fund balance.

Mr. Helmreich said that he feels that Article 3 should be re-written to explain to the voters that the funding is meant for the dog licensing software. It was suggested that Article 3 and Article 12 be combined or placed in the warrant one after the other. Mr. Tarantino said that he feels that the articles are separate from one another and they should stand alone. Mr. DeLuca agreed.

Mr. Tarantino and Mr. Graf said that they feel that the voters at Town Meeting should be informed on what the funds from Article 3 would be used for, as it is not mentioned in the wording of the article. Mr. DeLuca agreed that the wording of the article should not be changed, but supporting information should be provided at Town Meeting.

Mr. Purcell went on to explain the other part of Article 3 in which a budget supplement of \$5K is being requested to set up a Board of Survey and set up a Revolving fund for it. He went on to explain that the Board of Survey would be able to take legal action on dilapidated buildings in town. The money would be used for filing liens, and the cost of materials. The \$5K would come from Free Cash.

Article 1 – Unpaid Bills – Mr. Purcell provided a handout explaining the \$281.50 for the unpaid bills would come from Free Cash. The present Free Cash balance is \$605,983.67.

Article 2 – Collective Bargaining – Mr. Purcell said that negotiations are in arbitration and that he will provide the FinCom with further details next week.

Article 5 – Water Pollution Abatement Trust Program (WPAT) – The article requests a transfer of \$5K from the WPAT Program Reserve for Appropriation account for bond-related administration costs associated with the program.

Article 6 – Kimball Property – Mr. Purcell explained that a waterline was installed on the private property and the Kimball family is looking to gift the parcel of land to the town as a water easement.

Article 8 – Wastewater Inter-Municipal Agreement – Mr. Purcell stated that there remain important points to settle with this agreement and this article will likely be withdrawn.

Article 13 – Tax Increment Financing (TIF) – Mr. Purcell said that the town is currently in negotiations with Horizon Beverages for a 13-year TIF. He said he will be discussing this further with the Board of Selectmen on Thursday and will have further information for the FinCom next week.

Article votes:

Article 1 - Motion was made by Mr. Graf to recommend the payment of 2 unpaid bills from Free Cash, totaling \$281.50. Seconded by Ms. Desrochers. Vote: All in favor. **Motion carries.**

Article 3 – Motion was made by Mr. Helmreich to recommend the Operating Budget Amendments, totaling \$13K, with \$5K from Free Cash to the Inspection Department, and \$8K transferred from account #019-293-100 (Dog Fund) to account #001-001-155-570-5850 (Data Processing). Seconded by Mr. Graf. Vote: All in favor. **Motion carries.**

Article 4 – Motion was made by Mr. Helmreich to recommend Article 4. Seconded by Ms. Desrochers. Vote: All in favor. **Motion carries.**

Article 6 – Motion was made Mr. Graf to recommend the transfer of a sum of \$5K from WPAT for bond-related administration costs. Seconded by Mr. Helmreich. Vote: All in favor. **Motion carries.**

Article 12 – Motion was made by Mr. Helmreich to recommend Article 12. Seconded by Mr. Flaherty. Vote: All in favor. **Motion carries.**

III. Old Business

Town Manager Search Committee -

Mr. Graf updated the FinCom on the progress of the Town Manager Search Committee of which he is a member. He said that he anticipates that by the end of the week the committee will have the list of 5 candidates plus 2 alternates to give to the Board of Selectmen.

Next Meeting

The next meeting is scheduled for January 10, 2011 at 7:30pm.

Adjournment

Motion was made by Mr. Graf to adjourn at 8:50 pm. Seconded by Mr. Tarantino. Vote: Unanimous. **Motion carries.**

Documents Referenced:

Minutes of October 13, 2010
Special Town Meeting Warrant
Town Clerk supportive informational sheet for Dog licensing
Article 1 handout
Article 3 handout

Respectfully Submitted by: _____

Sara Lyons, Finance Committee Secretary

Thomas DeLuca, Finance Committee Chairman