

**Finance Committee Meeting  
February 22, 2012  
7:30 PM  
Municipal Center – Selectmen’s Conference Room**

**Present:** Chair, Paul Helmreich; Vice-Chair, Lee Tarantino; Robert Camp; Peter Carignan; Thomas DeLuca; Jackie Desrochers (late arrival); Michael Flaherty; William Rotondi; Michael Thomas; Wayne Graf.  
Also present: Town Manager, Michael Yunits.

**Absent:** Stephen Evans.

**Call to Order**

Meeting was called to order at 7:30 pm.

**I. Approval of Minutes**

**Motion** was made by Mr. Flaherty to approve the October 12, 2011 Finance Committee minutes as written. Seconded by Mr. Tarantino. Vote: All in favor, with Mr. Camp, Mr. Carignan, and Mr. Graf abstaining. **Motion carries.**

**Motion** was made by Ms. Desrochers to approve the December 21, 2011 Finance Committee minutes as written. Seconded by Mr. Graf. Vote: All in favor, with Mr. Camp, Mr. Flaherty, and Mr. Thomas abstaining. **Motion carries.**

**II. New Business**

**Reserve Fund Transfer –**

Mr. Yunits explained that the Treasurer/Collector is requesting \$3,455.44 for payment of interest incurred on refunds of Real Estate and Personal Property taxes resulting from Appellate Tax Board (ATB) cases.

**Motion** was made by Mr. DeLuca to transfer \$3,455.44 from the Finance Committee Reserve Fund to account #001-750-594-5925 (Interest on Notes) for the purpose of payment for ATBs. Seconded by Mr. Thomas. Vote: All in favor. **Motion carries.**

**Snow Removal –**

Mr. Yunits explained that the snow account has only \$7K left and that he has given his authorization for further funds to be expended for this purpose.

**Motion** was made by Mr. Tarantino to approve deficit spending for snow removal. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

**Local Aid Estimates (Cherry Sheet) –**

Mr. Yunits provided the FinCom with the Local Aid Estimates and noted that the Governor’s Budget does not include any funding for Veteran’s Benefits. He also pointed out that there is a decrease in Estimated Charges, yielding a net difference of -\$117,483 from FY12.

**Fixed and Shared –**

Mr. Yunits provided the FinCom with the Fixed and Shared Expense Budgets for FY13. He noted that Employee Benefits have increased by \$191,715 from FY12. He also pointed out that the Maturing Debt and Debt Interest have increased from FY12 due to the HS renovation project as well as the Middle School project being paid off in full last year.

**Annual Town Meeting Warrant Articles –**

Article 2 – Town Roads

Article 3 – Acceptance of Contracts

Article 4 – Would allow part-time building inspectors to do work in town

Article 5 – Water Pollution Abatement transfer

Article 6 – Town Clerk – New voting machine  
Article 7 – Town Clerk – By-Law and Charter codification services update  
Article 8 – Legal /Professional services for 40B projects  
Article 9-14 – Revolving Accounts – Ms. Lauren Goldberg, town counsel, has suggested putting all these accounts in one article because they are all revolving accounts that are renewed every year  
Article 15-17 – (Mr. Yunits thinks that these articles could be addressed by Capital)  
Article 18 +19 – Capital Improvement Fund and Plan  
Article 20 – Water Department Budget  
Article 21 – Sewer Stabilization Fund  
Article 22 – Sewer Budget  
Article 23 – Salary changes/amendments for non-union employees  
Article 24 – Personnel By-Law amendments  
Article 25 – Stabilization Fund

It was noted that an article for the general budget would be added.

### **III. Old Business**

Mr. Helmreich relayed information from Mr. Yunits regarding a previously had discussion on employee benefits and whether employees' stipends should be included in their salaries, Mr. Yunits said that they should not be included because if they were, then the employee's pension would be based on that higher amount.

Mr. DeLuca requested that Mr. Yunits address the issue of clothing stipends and the requirement of receipts reflecting that clothing has been purchased/cleaned.

It was decided that the committee would discuss, in the next couple of weeks, the possibility of adding a line item for Town Meeting Budget (as suggested by Mr. Gouveia, Town Moderator).

### **Next Meeting**

The next meeting is scheduled for February 29, 2012 at 7:30pm.

### **Adjournment**

**Motion** was made by Mr. DeLuca to adjourn at 8:40 pm. Seconded by Mr. Camp. Vote: Unanimous. **Motion carries.**

**Documents Referenced:**

- Minutes of October 12, 2011
- Minutes of December 21, 2011
- Reserve Fund Transfer request
- Snow Account authorization
- FY13 Cherry sheets
- FY13 Fixed and Shared Expenses sheet
- Annual Town Meeting warrant draft
- Schedule for upcoming meetings

Respectfully Submitted by:

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**Paul Helmreich, Finance Committee Chair**

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**Sara Lyons, Finance Committee Secretary**