

Finance Committee Meeting
March 26, 2012
7:30 PM
Municipal Center – Selectmen's Conference Room

Present: Chair, Paul Helmreich; Vice-Chair, Lee Tarantino; Peter Carignan; Thomas DeLuca; Jackie Desrochers; Stephen Evans; Michael Flaherty; William Rotondi.

Also present: Town Manager, Michael Yunits.

Absent: Robert Camp; Wayne Graf; Michael Thomas.

Call to Order

Meeting was called to order at 7:30 pm.

I. Approval of Minutes

Minutes were not reviewed at this meeting.

II. New Business

Operating Budget/Town Meeting Requests:

#306 – Southeastern Regional School District – Mr. Luis Lopes, Superintendent, addressed the FinCom regarding the assessment for FY13. He explained that enrollment will be 113 students for FY13, down 9 students from FY12. He said that the total budget would be \$22,052,133. This total includes a cost of \$1,180,460 for transportation, of which \$44,637 is for Norton. Norton's percentage of the overall budget is 8.6%. The total assessment for Norton is \$1,102,073. Mr. Lopes explained that this assessment is a slight increase from FY12 (even though there has been a small decrease in enrollment) because transportation costs have gone up. This is because transportation aid from the state has gone down.

#122 – Board of Selectmen – Mr. Yunits noted that there is an increase of \$300 for advertising. Upon examination, the committee members figured that the salary line should be \$48,066.62 which would reflect the contractual 1% increase.

Motion made by Mr. Tarantino to recommend account #122-510 in the amount of \$48,066.62. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion made by Mr. Tarantino to recommend account #122-570 in the amount of \$1,825. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

This is a total of \$49,891.62.

#123 – Town Manager – Mr. Yunits reviewed the budget including the town manager's salary at \$127K. Mr. Tarantino asked if this amount is contractual, noting that it is an increase of more than 1%. Mr. Yunits answered that it is not contractual. It was also pointed out that the office salaries line should be \$54,778 (to reflect the 1% increase) and not the \$55K amount that is submitted. It was also noted that a \$2,500 stipend is included in this budget for the town manager's assistant's work on the Annual Town Report. Mr. Helmreich said that he feels that this line item should instead be included in the Town Accountant's budget because it involves the Town Report. The committee decided to wait to vote on this budget.

#135 – Town Accountant – This budget includes the 1% increase as well as the increase in hours of the part-time position, going from 12 to 19 hours.

Motion made by Mr. DeLuca to recommend account #135-510 in the amount of \$153,443.56. Seconded by Mr. Carignan. Vote: All in favor, with Mr. Tarantino abstaining. **Motion carries.**

Motion made by Mr. DeLuca to recommend account #135-520 in the amount of \$23,000. Seconded by Mr. Carignan. Vote: All in favor. **Motion carries.**

Motion made by Mr. DeLuca to recommend account #135-570 in the amount of \$2,650. Seconded by Mr. Carignan. Vote: All in favor. **Motion carries.**

#141 – Assessors – There is a \$650 contractual stipend for having certification.

Motion made by Mr. DeLuca to recommend account #141-510 in the amount of \$120,457.12. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

Motion made by Mr. DeLuca to recommend account #141-570 in the amount of \$20,585. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

#147 – Treasurer/Collector –

Motion made by Mr. DeLuca to recommend account #147-510 in the amount of \$196,639.40. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

Motion made by Mr. DeLuca to recommend account #147-570 in the amount of \$48,465. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

#155 – Data Processing – Mr. Yunits noted that this budget includes funding to replace some of the town's computers.

Motion made by Mr. Tarantino to recommend account #155-570 in the amount of \$118,986. Seconded by Mr. DeLuca. Vote: 7 members in favor, with Mr. Helmreich opposed. **Motion carries.**

#161 – Town Clerk – A discussion was had on the request that was made concerning increasing the town clerk's hours from 30 to 40, making it a full-time position. Mr. Yunits suggested waiting to see what happens at the town election in April that will determine whether the clerk's position remains elected or changes to an appointed position. Mr. Helmreich expressed his support of the increase in hours mentioning the increase in responsibilities.

Ms. Danielle Sicard, Town Clerk, stated that of all town clerks in the state, 75% of them are elected but all are full-time positions. She said that a part-time clerk is rare.

Motion made by Mr. DeLuca to recommend account #161-510 in the amount of \$97,816.72. Seconded by Ms. Desrochers. Vote: 7 members in favor, with Mr. Evans opposed. **Motion carries.**

Motion made by Mr. DeLuca to recommend account #161-570 in the amount of \$3,745. Seconded by Ms. Desrochers. Vote: All in favor. **Motion carries.**

#192 – Municipal Maintenance – A discussion was had on a town-wide maintenance department (including schools).

Motion was made by Mr. Tarantino to recommend account #192-570 in the amount of \$251,775. Seconded by Mr. Flaherty. Vote: All in favor. **Motion carries.**

#210 – Police – It was noted that the Expense portion of the budget is level-funded and that the big change in this proposed budget is the \$26K increase in over-time. Mr. DeLuca said that the FinCom may have to look at this again in October when the town would possibly have more money to fund it. Mr. Tarantino pointed out that over-time is an unknown and tough to budget for.

Chief Brian Clark stated that 77% of the over-time is to maintain shifts (covering vacation, sick time) and that the rest is for training, storm coverage, etc. He also pointed out that October is three months into the fiscal year and it would be hard to budget for the possibility (or not) of receiving more funding at that time.

Motion made by Mr. Tarantino to recommend account #210-510 in the amount of \$2,210,030 (the Town Manager's recommendation). Seconded by Mr. Flaherty. Vote: 6 in favor, with Mr. Flaherty and Mr. Rotondi opposed. **Motion carries.**

Motion made by Mr. DeLuca to recommend account #210-570 in the amount of \$172,470. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

#220 – Fire – Mr. Yunits said that this budget includes funding for 2 vacant positions – deputy and lieutenant.

Motion made by Mr. DeLuca to recommend account #220-510 in the amount of \$2,582,333.70. Seconded by Mr. Flaherty. Vote: 6 in favor, with Mr. Flaherty and Mr. Rotondi opposed. **Motion carries.**

Motion made by Mr. DeLuca to recommend account #220-570 in the amount of \$158,450. Seconded by Ms. Desrochers. Vote: All in favor. **Motion carries.**

#230 – Emergency Medical – This budget was cut \$5K.

Motion made by Mr. DeLuca to recommend account #230-570 in the amount of \$75K. Seconded by Mr. Flaherty. Vote: All in favor. **Motion carries.**

#240 – Emergency Planning –

Motion made by Mr. DeLuca to recommend account #240-570 in the amount of \$6,250. Seconded by Mr. Flaherty. Vote: All in favor. **Motion carries.**

#290 – Communications –

Mr. Yunits said that currently \$100K is being spent on funding a station officer and he feels it is unneeded. He said that he thinks that instead of having the station officer as well as 2 dispatchers, there could be one of each.

Mr. Yunits said that the town is not mandated to have two dispatchers on at all times, but if there weren't, the town would likely lose grant money. Mr. DeLuca said that although he is in favor of having 2 people on a shift, he does not

think that it needs to be at all times and that he fears it will at some time in the future become part of the dispatchers contractual agreement. Mr. Helmreich agreed.

Motion made by Mr. DeLuca to recommend account #290-510 in the amount of \$444,680. Seconded by Mr. Flaherty. Vote: All in favor. **Motion carries.**

Motion made by Mr. DeLuca to recommend account #290-570 in the amount of \$106,553. Seconded by Mr. Flaherty. Vote: All in favor. **Motion carries.**

#420 – Highway – It was noted that the salaries include a \$8,817 buyback for a retirement, as well as a 15-week seasonal position for \$9,600.

Motion made by Mr. Tarantino to recommend account #420-510 in the amount of \$543,613.20. Seconded by Mr. DeLuca. Vote: 7 members in favor, with Mr. Evans opposed. **Motion carries.**

Motion made by Mr. Tarantino to recommend account #420-570 in the amount of \$91,900. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

Motion made by Mr. Tarantino to recommend account #420-580 in the amount of \$12K. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

Motion made by Mr. DeLuca to recommend account #420-581 in the amount of \$4K. Seconded by Mr. Rotondi. Mr. Tarantino stated that he doesn't think that any town money should be spent on private ways. He feels that it is the owners' responsibility to care for the roads/ways. Mr. Helmreich said that although he agrees with Mr. Tarantino philosophically, he thinks that the town is required by law to take care of private ways. Mr. Carignan noted that \$0 was expended in both 2010 and 2011, and questioned why the request is for \$4K? Mr. Yunits said that is funded for if/when the need arises.

Mr. DeLuca amended the amount in his motion to \$1K. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

#423 – Snow Removal –

Motion was made by Mr. DeLuca to recommend account #423-570 in the amount of \$80K. Seconded by Ms. Desrochers. Vote: All in favor. **Motion carries.**

#630 – Recreation – Mr. Yunits noted that the department spent \$11,964.22 on lifeguard salaries in FY12 and that a future goal for the department is to have those salaries paid for from the town's operating budget.

Motion was made by Mr. Tarantino to recommend account #630-570 in the amount of \$9,950. Seconded by Mr. Flaherty. Vote: All in favor. **Motion carries.**

III. Old Business

Mr. Helmreich informed the committee that Ms. Sicard, Town Clerk, has withdrawn the voting machine article from the warrant.

Next Meeting

The next meeting is scheduled for March 28, 2012 at 7:30pm.

Adjournment

Motion was made by Mr. Tarantino to adjourn at 10:00 pm. Seconded by Mr. Michael Flaherty. Vote: Unanimous. **Motion carries.**

Documents Referenced: Southeastern Regional School handout
FY 13 Budget proposals – account #s 122, 123, 135, 141, 147, 155, 161, 192, 210, 220, 230, 240, 290, 306, 420, 423, 630

Respectfully Submitted by:

Paul Helmreich, Finance Committee Chair

Sara Lyons, Finance Committee Secretary