

Finance Committee Meeting
March 5, 2014
7:00 PM
Municipal Center – Selectmen's Conference Room

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Present: Chair, Michael Flaherty; Vice-Chair, Peter Carignan; Thomas DeLuca; Richard Dorney; Stephen Evans; Michael Fiore; Paul Helmreich; William Rotondi; Michael Thomas.
Also present: Town Manager, Michael Yunits.

Absent: Jackie Desrochers; Lee Tarantino.

Call to Order

Meeting was called to order at 7:00 pm.

I. Approval of Minutes

Motion was made by Mr. Carignan to approve the February 12, 2014 Finance Committee minutes as written. Seconded by Mr. DeLuca. Vote: All in favor, with Mr. Rotondi abstaining. **Motion carries.**

II. New Business

FY15 Departmental Budget Requests:

Highway Department #420 – Mr. Keith Silver, Highway Superintendent, reviewed the Highway Department FY15 requested budget as follows: A total of \$623,134.01 for Salaries includes an increase from FY14 of \$28,185.01 because of a 1% increase in both July and January, as well as step raises.
He also noted that the total for Charges and Expenditures is \$96,050, for an overall total of \$732,184.01.

Snow and Ice #423 – Mr. Silver noted that for FY14 there is a \$164,369 deficit so far. A budget of \$80K was requested for FY15.

Police Department #210 – Chief Brian Clark addressed the FinCom regarding the FY15 requested budget, noting that the request includes the addition of a Records Clerk (12 hours/week) and a full-time School Resource Officer that would work in all 5 schools. He noted that Dr. Baeta has agreed that the School Budget would fund 75% of this position (which would be \$47,250) because this position would be working in the schools. He said that the Police Department would fund the other 25%.

Chief Clark stated that the total requested FY15 budget for Salaries is \$2,516,512, an increase of \$139,560 over FY14. He noted that \$10,418 of this increase is contractual. He also said that the total requested FY15 budget for Expenses is \$189,394, an increase of \$9,600 over FY14.

Chief Clark also provided the FinCom with a 5-year plan for the Department.

Fire Department #220 – Chief Paul Schleicher addressed the FinCom regarding the FY15 requested level-service budget with a 1% salary increase as well as an addition of \$10K training expense for the participation in a regional dive team as well as the Bristol County Regional Technical Rescue Team.

The total Salaries request is \$2,915,109, an increase of almost \$200K from FY14. This is due to 2 new firefighters who started in January 2014 as well as the addition of 2 new firefighter/paramedics added for January 2015.

The total Expenses request is \$164,650, an increase of almost \$11K from FY14.

He noted that they have regionalized specialized forces with nearby towns.

Emergency Medical #230 – Chief Schleicher outlined the increases in the FY15 request, including but not limited to Purchase Services, Ambulance Billing, and Medical Supplies. The total FY15 request for this budget is \$93,800. He also noted that the Capital requests for FY15 would include funding for a new ambulance, a refurbished ladder truck, dive suits, and a sedan replacement.

Emergency Management #240 – Chief Schleicher noted that for FY15 there are about \$7K in anticipated grants. He stated that the FY15 request is level-funded at \$6,250.

Library #610 – Ms. Lee Parker, Head Librarian, Mr. Brian Stalters, Library board President, and Mr. Bob Berg, Board Treasurer addressed the FinCom regarding the FY15 proposed budget. The total proposed budget is \$367,910. They noted that \$90K is raised by the library themselves, and is used for most everything but salaries. Ms. Parker noted that circulation is up 14%, but the hours the library is open has not increased.

Mr. Berg provided the FinCom with a Treasurer's Report of Supplemental Income/Expenses.

Mr. DeLuca noted that it appears that some salaries have increased by 4%. Mr. Stalters said that the step increases are in line with what other town employees are receiving. He said there is a 1% COLA and then either 2, 3, or 4% also. He said these were based on steps.

Mr. DeLuca requested that the minimum amount of funding that is necessary for the library to keep their certification be given to the FinCom for consideration.

Inspection #241 – Mr. Yunits explained that the proposed budget includes a 1% contractual salary increase and a 1% increase for last year.

Dog Officer #292 – Mr. Yunits explained that this department has requested an increase in the budget to add an assistant. Mr. Yunits stated that he has declined to fund this position.

Annual Town Meeting Warrant Article 14 – Revolving Funds:

Mr. Yunits reviewed this article explaining that it would allow for the following Revolving Funds to continue:

- 237 Mansfield Ave/Wendall Jackson Property, spending limit \$30K
- Forestry, spending limit \$30K
- Home Composting Bins, spending limit \$2K
- Recycling, spending \$10K
- Certified Hazardous Materials, spending limit \$10K

Motion was made by Mr. DeLuca to recommend Article 14 as written. Seconded by Mr. Carignan. Vote: All in favor. **Motion carries.**

Finance Committee Annual Report: Mr. Helmreich provided the other members with a copy of his prepared report for review.

Motion was made by Mr. Thomas to accept the Finance Committee Fiscal Report as written. Seconded by Mr. DeLuca. Vote: All in favor, with Mr. Fiore abstaining. **Motion carries.**

Town Department Liaisons: It discussed that FinCom members would continue their current assignments of liaisons to various town departments.

III. Old Business

There wasn't any old business conducted at this meeting.

Next Meeting

The next meeting is scheduled for March 12, 2014 at 7:00 pm.

Adjournment

Motion was made by Mr. Carignan to adjourn at 8:20 pm. Seconded by Mr. Thomas. Vote: Unanimous. **Motion carries.**

Documents Referenced:

Minutes of February 12, 2014
Annual Town Meeting Warrant Article 14
Proposed FY15 budgets - #210, #220, #230, #240, #241, #292, #420, #423, #610
Draft of Annual Report of the Finance Committee

Respectfully Submitted by:


Michael Flaherty, Finance Committee Chair


Sara Lyons, Finance Committee Secretary

3/12/14
Date Approved