

Finance Committee Meeting
March 2, 2016
7:00 PM
Municipal Center – Selectmen’s Conference Room

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

Absent: Jackie Desrochers; Richard Dorney; William Rotondi.

Call to Order

Meeting was called to order at 7:00 pm. The meeting began with the Pledge of Allegiance.

I. Approval of Minutes

Motion was made by Mr. Fiore to approve the February 22, 2016 Finance Committee minutes as amended. Seconded by Mr. DeLuca. Vote: All in favor, with Mr. Evans abstaining. **Motion carries.**

II. New Business

FY17 Departmental Budget proposals were reviewed and discussed as follows:

#171 – Conservation Commission

Ms. Jennifer Carlino, Conservation Agent, explained that the budget proposal is level-service. She said that the salary increases are contractual, and that there will be a retirement this coming year. The total for Salaries is \$91,517.57. Ms. Carlino also pointed out that the \$10,850 amount for Charges and Expenditures is almost entirely for the Chartley Pond and Norton Reservoir dams.

#630 – Parks and Recreation

Ms. Laura Bamford, Commission Director, stated that the commission is requesting an increase in Salaries to have the part-time position become year-round at 15-18 hours per week as opposed to what it is presently at 15 hours per week in the summer and only 5 hour per week in the off-season. The Salary line would go from \$7,344 to \$14,600. Ms. Bamford noted that the majority of the work for this department is done through the volunteer board. Ms. Bamford also informed the board that she will no longer be holding this position, whether it stays as is or goes to increased hours, because she has taken another job.

The Charges and Expenditures part of the budget increased from \$10K to \$12,500 because of contracted services. She said that some of those services are presently paid through the Revolving Fund and should be paid from the Operating Budget because the Revolving Fund is used to pay the lifeguards.

#141 – Assessors

Ms. Lisa Cathcart, Town Assessor, stated that the Salary line increase is due to contractual obligations. She also noted that the \$3K increase in Contracted Services is for the evaluation software.

#147 – Treasurer/Collector

Ms. Catherine VanDyne, Treasurer/Collector, noted that the Salary line increase is due to contractual obligations. She also noted that there is a slight overall decrease in Charge and Expenditures.

#711 – Maturing Debt

Ms. VanDyne stated that the reason for the slight decrease is that the town has not added any long term debt because the School obligation hasn't been added yet.

#750 – Debt Interest

Ms. VanDyne informed the FinCom that this budget is an estimate because the rates aren't out yet. She said that she would have those rates later in March.

#910 – Employee Benefits

The total for Contributory is \$2,595,139, which is an increase of about \$350K. Ms. VanDyne explained that Medical Insurance is up about \$900K to \$8,074,277 because Easton dropped out of the group which leaves the costs to be spread between the remaining towns of which Norton is one. Medicare is also up about \$25K. The total for Employee Benefits is up to \$11,060,256 from \$9,764,022.

#911 – Unemployment

The amount remains level at \$80K.

#940 – Miscellaneous

Gas and Diesel is level-funded at \$172K. There are also slight increases in Worker's Compensation and Vehicle Fleet Insurance among others. The total for Charges and Expenditures is up from \$584,432 to \$604,088. The overall total for Miscellaneous is \$776,088.

#438 – Sanitary Landfill

Mr. Yunits explained that engineering and testing are done every year on the landfill. The total for this is level at \$6,700.

#510 – Board of Health

Mr. Yuntis reviewed the FY17 request noting the contractual increase in Salaries. He also pointed out that Charges and Expenditures are level-funded at \$7,975.

#522 – Public Health Nurse

Mr. Yunits explained that the Salaries line increased because the request includes an increase in hours to 25 hours/week. He said that the Public Nurse is often needed at Wheaton College. The Charges and Expenditures line is level-funded at \$10,050.

Mr. Tarantino asked whether Wheaton College is charged when the Public Nurse is used there. Mr. Yunits said they are not.

#60 – Sewer Enterprise

Mr. Bernie Marshall, Water/Sewer Superintendent, explained that Charges and Expenditures are up because treatment costs are up about \$33K. The total for Charges and Expenditures is \$894,187. He also explained that Salaries are down (to \$150,110) because not as much personnel is needed because of the new pump station.

#61 – Water Enterprise

Mr. Marshall noted that there is an 8% increase because of contractual raises and 1 new employee is budgeted in. The total for Personnel Services is \$771,397. Charges and Expenditures are decreased slightly. The total budget, including Debt Interest on LTD, is \$3,313,286.

#541 – Council on Aging

Mr. Yuntis explained that the Salary portion of the budget proposal includes \$15,060 for the addition of a part-time position. Mr. Yuntis said that, although he agrees it is needed, he's not sure that the budget has funding for it. It was noted that in the past the electric bill has been paid partially from a grant but that this budget proposal includes the full amount needed. It was also noted that the telephone bill is paid through a grant as well.

Mr. Yunits mentioned that the town is looking to tear down the metal shed behind the Senior Center and pave the lot for more parking. He said that the shed is used by the School Department to house school vehicles and that the town would look for another place to build a new shed for this purpose.

#543 – Veterans

Ms. Estelle Flett, Veterans Agent, explained that there is a contractual increase included in the Salary line and that the Charges and Expenditures are level-funded at \$230K.

#692 – Memorial and Vets Day

Ms. Flett explained that the \$500 increase (from \$1,500 to \$2K) is for 17 bronze flag holders. She also stated that 26 Revolutionary grave flag holders will be needed soon. She said that the plan would be to put in a few at a time.

III. Old Business

None at this time.

Next Meeting

The next meeting is scheduled for March 9, 2016 at 7:00 pm.

There will also be a joint meeting on March 7th with the School Committee and the Select Board.

Adjournment

Motion was made by Mr. Flaherty to adjourn at 8pm. Seconded by Mr. Fiore. Vote: Unanimous.

Motion carries.

Documents Referenced: Minutes of February 22, 2016
FY17 Departmental Budget Proposals

Respectfully Submitted by: _____

Stephen Evans, Finance Committee Chair

Date Approved

Sara Lyons, Finance Committee Secretary