

Finance Committee Meeting
April 6, 2016
7:00 PM
Municipal Center – Selectmen’s Conference Room

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

Absent: Jackie Desrochers; Michael Flaherty; Michael Thomas.

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 March 23, 2016 Finance Committee minutes as written. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to approve the March 30, 2016 Finance Committee minutes as amended. Seconded by Mr. DeLuca. Vote: All in favor, with Mr. Tarantino abstaining. **Motion carries.**

II. New Business

Special Town Meeting Article:

Article 1 – Prior Year Bills

Motion was made by Mr. Fiore to recommend Article 1 of the Special Town Meeting warrant in the amount of \$1K coming from Free Cash for account #011-940-570-5753. Seconded by Mr. Helmreich. Vote: All in favor. **Motion carries.**

Annual Town Meeting Articles:

Article 2 – Chapter 90 Funds

Mr. Yunits explained that the FY17 allotment is \$557,984.

Motion was made by Mr. Fiore to recommend Article 2 of the Annual Town Meeting warrant in the amount of \$557,984. Seconded by Mr. Helmreich. Vote: All in favor. **Motion carries.**

Article 14 – ByLaw Amendment

Mr. Yunits explained that presently in the by-law there isn’t a provision for alternates on the Council on Aging Board. This article would allow for 2 alternates to be available when a quorum is needed. The board is presently a 9 member board.

Discussion was had on whether to simply make the board an 11-member board. Also discussed was when only one alternate is needed how that person is chosen out of the two. Mr. Helmreich stated that he feels that all 11 (9 board members and 2 alternates) should attend all meetings in order to be fully informed.

Mr. Yunits said that he would get more information and report back to the FinCom.

III. Old Business

Votes on FY17 Operational Budgets:

#122 - Selectmen

Motion was made by Mr. Fiore to recommend account #122-510 in the amount of \$26,298.

Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #122-570 in the amount of \$2,165. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#123 – Town Manager

Motion was made by Mr. Fiore to recommend account #123-510 in the amount of \$216,867.

Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Mr. Yunits noted a reduction of \$1,370 in Expenses.

Motion was made by Mr. Fiore to recommend account #123-570 in the amount of \$12,850.

Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#141 – Assessors

Motion was made by Mr. Fiore to recommend account #141-510 in the amount of \$141,079.

Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Mr. Yunits noted there is a slight increase in Charges and Expenditures because of a software update.

Motion was made by Mr. Fiore to recommend account #141-570 in the amount of \$34,906.

Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#147 – Treasurer/Collector

Motion was made by Mr. Fiore to recommend account #147-510 in the amount of \$197,623.

Seconded by Mr. Helmreich. Vote: All in favor, with Mr. DeLuca abstaining. **Motion carries.**

Mr. Yunits noted a \$5,600 reduction in Charges and Expenditures from cutting down on conferences, seminars, and purchase of services.

Motion was made by Mr. Fiore to recommend account #147-570 in the amount of \$42,055.

Seconded by Mr. Helmreich. Vote: All in favor, with Mr. DeLuca abstaining. **Motion carries.**

#155 - Data Processing

Motion was made by Mr. Fiore to recommend account #155-570 in the amount of \$147,540.

Seconded by Mr. Helmreich. Vote: All in favor. **Motion carries.**

#161 - Town Clerk

Motion was made by Mr. Fiore to recommend account #161-510 in the amount of \$45,744.

Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #161-511 in the amount of \$60K. Seconded by Mr. DeLuca. Mr. DeLuca questioned whether this amount would be enough to hire a new Town Clerk. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #161-570 in the amount of \$4,095. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#135 - Town Accountant

Motion was made by Mr. Fiore to recommend account #135-510 in the amount of \$180,348.

Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #135-520 (Purchase of Services – Annual Audit) in the amount of \$24,500. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #135-570 in the amount of \$3,995. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#171 - Conservation

Motion was made by Mr. Fiore to recommend account #171-510 in the amount of \$91,518. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #171-570 in the amount of \$9,750. Mr. Yunits noted that Professional Services was reduced. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#192 - Municipal Building Maintenance

A discussion was had on the \$32K increase in the Electricity line item. Mr. Yunits explained that the charge is for an energy-saving program and that the \$32K covers the cost of the installation of equipment. He explained that it will save the town money in the long-term, but that this installation cost will need to be paid over the next 4 years.

Mr. Tarantino asked for further information because it seems as though it is a high cost and questioned when the town will start saving because of this program.

Motion was made by Mr. Fiore to recommend account #192-570 in the amount of \$236K. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#210 - Police

Mr. Yunits explained that the Police Department is receiving significant cuts in Overtime. The reduction will be from \$457,410 down to \$324,816. Also there will be a reduction of about \$10K in Expenses for Contracted Services.

Chief Brian Clark stated that presently there are 3-4 patrol cars on the road but with this budget that can't be done. He said that he anticipates an increase in injury and illness because of this budget.

Mr. Tarantino asked whether the town should fund this with the Stabilization Account. He said that an article could be put on the October Town Meeting warrant. Mr. Helmreich said that the Stabilization Fund should be used for one-time occurrences and that this is a recurring item. Mr. DeLuca stated that the only way to fix this budget problem is with another source of income – taxes. Mr. Dorney suggested raising revenue through the currently underutilized industrial park.

Chief Clark said that he cannot start the budget year on July 1st assuming that more funds will be received in October because there is always the possibility that it won't come through.

Motion was made by Mr. Fiore to recommend account #210-510 in the amount of \$2,776,480. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #210-570 in the amount of \$188,725. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#220 – Fire Department

Mr. Yunits pointed out that this budget, like the Police Department budget, has reduced the overtime greatly. There has also been a reduction of \$5K made in Training, as well as a reduction in removing 2 positions that were asked to be added.

Motion was made by Mr. Fiore to recommend account #220-510 in the amount of \$3,108,550. Seconded by Mr. DeLuca. Mr. Tarantino again suggested using Stabilization funds for the Overtime being reduced. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #220-570 in the amount of \$169,500. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#230 – Emergency Medical Services

Motion was made by Mr. Fiore to recommend account #230-570 in the amount of \$101,900. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#240 – Emergency Planning

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

#241 – Inspection

Motion was made by Mr. Fiore to recommend account #241-510 in the amount of \$158,406. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #241-570 in the amount of \$11,575. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#290 – Communications

Mr. Yunits noted that Communications is being cut in overtime the way that Police and Fire are. He said the overtime is being cut from \$93,095 to \$62,095.

Motion was made by Mr. Fiore to recommend account #290-510 in the amount of \$578,643. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #290-570 in the amount of \$123,533. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#292 – Animal Control

Mr. Yunits noted that the reduction in Salary is from Overtime and Part-time wages.

Mr. Fiore commended the Dog Officer on his hard work.

Motion was made by Mr. Fiore to recommend account #292-510 in the amount of \$44,368. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #292-570 in the amount of \$11,035. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#420 – Highway

Motion was made by Mr. Fiore to recommend account #420-510 in the amount of \$620,363. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #420-570 in the amount of \$90,650. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #420-580 (Surface Treatment) in the amount of \$5K. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #420-581 (Repairs to Private Ways) in the amount of \$1K. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#423 – Snow and Ice

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

#510 – Board of Health

Motion was made by Mr. Fiore to recommend account #510-510 in the amount of \$129,036. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #510-570 in the amount of \$7,375. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Mr. Yunits noted that Hazardous Waste Day has been rescheduled for June so as not to conflict with Wheaton College's graduation.

#522 – Public Health Nurse

Motion was made by Mr. Fiore to recommend account #522-510 in the amount of \$32,152. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #122-570 in the amount of \$10,050. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#543 – Veterans Agent

Motion was made by Mr. Fiore to recommend account #543-510 in the amount of \$53,591. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #543-570 in the amount of \$2,305. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Motion was made by Mr. Fiore to recommend account #543-579 in the amount of \$230K. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

#306 – Southeastern Vocational Technical School

Motion was made by Mr. Fiore to recommend account #306-560 (Assessments) in the amount of \$980,213. Seconded by Mr. DeLuca. Vote: All in favor, with Mr. Tarantino abstaining. **Motion carries.**

#308 – Bristol Regional Agricultural School

Motion was made by Mr. Fiore to recommend account #308-560 (Assessments) in the amount of \$28,755. Seconded by Mr. DeLuca. Vote: All in favor. **Motion carries.**

Next Meeting

The next meeting is scheduled for April 13, 2016 at 7:00 pm.

Adjournment

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

Documents Referenced: Minutes of March 23, 2016
Minutes of March 30, 2016
Updated FY17 Budget worksheets
Annual Town Meeting Warrant
Special Town Meeting Warrant

Respectfully Submitted by: _____

Stephen Evans, Finance Committee Chair

Date Approved

Sara Lyons, Finance Committee Secretary