

**Finance Committee Meeting**  
**March 27, 2017**  
**7:00 PM**  
**Municipal Center – Selectmen’s Conference Room**

**Present:** Chair, Michael Fiore; Vice-Chair, Richard Dorney; Peter Carignan; Thomas DeLuca; Paul Helmreich; William Rotondi; Amy Sawyer.

Also present: Town Manager, Michael Yunits.

**Absent:** Joe Coakley; Stephen Evans; Walter Eykel; Michael Flaherty.

**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. Dorney to approve the March 15, 2017 Finance Committee minutes as written. Seconded by Mr. DeLuca. Vote: All in favor, with Mr. Helmreich abstaining. **Motion carries.**

**II. New Business**

Annual Town Meeting Articles:

**Article 11 – Charter Amendment, W/S Commissioners from Elected to Appointed**

Mr. Yunits explained that this change would affect the next town election. He also noted that this article would make the board increase in size from 3 to 5 members.

Ms. Diane McGilligut, Chair of the Water/Sewer Commission, stated that she feels that the commission should remain the same in order to keep the Board of Selectmen separate from the W/S Commission for financial reasons. Mr. Yunits said that the budget process would be the same.

**Article 12 – Water Enterprise Fund**

This article includes 4 items: Personal Services, Indirect Expenses, Debt Service, and Other Charges and Expenditures. The total is \$3,330,026.

There are 6,500 users of town water.

**Article 13 – Sewer Enterprise Fund**

This article includes 4 items: Personal Services, Indirect Expenses, Debt Service, and Other Charges and Expenditures. The total is \$1,338,154.

There are 1,800 users of the sewer system.

**Article 15 – Capital Requests**

Mr. Yunits reviewed all capital requests that have been recommended, including but not limited to: \$58K to repair a sinkhole at the Chartley Dam, \$74K for Police vehicles, \$360K for an ambulance (funding will come from the Ambulance Fund), \$25K for copper and lead repairs, \$72K for a vacuum and valve machine for the Water Department, and about \$210K in various School Department needs. The total amount coming from Capital would be \$669,200, the total coming from Ambulance Fund would be \$467K, and the total coming from Water Surplus would be \$133K. The total for this article from all funding sources is \$1,269,200.

**Article 7 – Chapter 40B Legal Fund**

To raise and appropriate \$10K is recommended for this article.

### **Article 5 – Tree Service**

This article is recommended in the amount of \$25K.

### **Article 18 – ByLaw: Performance Deposits**

Mr. Yunits explained that the town is being required to adopt this bylaw. It sets up a fund to receive deposits for financial guarantees that a project will be completed. It was noted that separate accounts would be made for each project.

### **Article 19 – ByLaw: License and Permit Denials Amendment**

This article includes updates to match the updated state law. The article used to state that permit denials were to be made when applicants were delinquent by 12 months, now it is left to the discretion of the inspector.

#### Transfer Request

The request is for the Communications Department to replace damaged equipment for the Fire and Police Departments. It was explained that these funds would be for the purchasing of accounting software. It needs to be purchased by the end of the month to get a \$7K discount. The transfer is needed because the Communications director took from this account not knowing it was ear-marked for the accounting software.

**Motion** was made by Mr. DeLuca to transfer \$30K from the Finance Committee Reserve Account to Account #155-570-5850. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

#### Override Discussion:

Mr. Yunits said that there are two Open Forums on the topic on Monday, April 3<sup>rd</sup> and Wednesday, April 12<sup>th</sup>.

Mr. DeLuca asked why the "Override Wish List" budget version doesn't include the funding that the Parks and Recreation Department requested. Mr. Yunits said that he will present the "Wish List" budget at a later meeting.

#### Finance Committee Conference:

Mr. Fiore informed the FinCom that fellow member, Walter Eykel, recently attended the Association of Town Finance Committees at a cost of \$45.

**Motion** was made by Mr. DeLuca to pay the \$45 bill for attendance, coming from the Finance Committee budget. Seconded by Mr. Dorney. Vote: All in favor. **Motion carries.**

### **III. Old Business**

#### FY18 Budget Votes:

##### **Board of Selectmen**

**Motion** was made by Mr. Dorney to recommend budget #122-510 in the amount of \$30,135. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #122-570 in the amount of \$3,125. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Town Manager**

**Motion** was made by Mr. Dorney to recommend budget #123-510 in the amount of \$237,275. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #123-570 in the amount of \$17,350. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Town Accountant**

**Motion** was made by Mr. Dorney to recommend budget #135-510 in the amount of \$189,238. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #135-520 in the amount of \$25K. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #135-570 in the amount of \$4,275. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Town Assessor**

**Motion** was made by Mr. Dorney to recommend budget #141-510 in the amount of \$143,741. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #141-570 in the amount of \$42,181. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Treasurer/Collector**

**Motion** was made by Mr. Dorney to recommend budget #147-510 in the amount of \$197,503. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #147-570 in the amount of \$50,700. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Data Processing**

**Motion** was made by Mr. Dorney to recommend budget #155-570 in the amount of \$190,500. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Town Clerk**

**Motion** was made by Mr. Dorney to recommend budget #161-510 in the amount of \$121,989. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #161-570 in the amount of \$7,910. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Conservation Commission**

**Motion** was made by Mr. Dorney to recommend budget #171-510 in the amount of \$92,990. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #171-570 in the amount of \$9,750. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Planning Board**

**Motion** was made by Mr. Dorney to recommend budget #175-510 in the amount of \$88,753. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #175-570 in the amount of \$2,950.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **SE Regional Plan & Eco Development**

**Motion** was made by Mr. Dorney to recommend budget #176-560 in the amount of \$3,400.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Municipal Building Maintenance**

**Motion** was made by Mr. Dorney to recommend budget #192-570 in the amount of \$234,100.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Police Department**

**Motion** was made by Mr. Dorney to recommend budget #210-510 in the amount of \$3,016,393.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #210-570 in the amount of \$199,250.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Fire Department**

**Motion** was made by Mr. Dorney to recommend budget #220-510 in the amount of \$3,493,703.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #220-570 in the amount of \$187,200.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Emergency Medical Services**

**Motion** was made by Mr. Dorney to recommend budget #230-570 in the amount of \$108,400.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Emergency Planning**

**Motion** was made by Mr. Dorney to recommend budget #240-570 in the amount of \$7,150.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Inspection**

**Motion** was made by Mr. Dorney to recommend budget #241-510 in the amount of \$158,396.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #241-570 in the amount of \$11,825.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Communications**

**Motion** was made by Mr. Dorney to recommend budget #290-510 in the amount of \$611,115.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #290-570 in the amount of \$135,225.  
Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Animal Control**

**Motion** was made by Mr. Dorney to recommend budget #292-510 in the amount of \$50,757.

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

**Motion** was made by Mr. Dorney to recommend budget #292-570 in the amount of \$10,885.

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

### **School Department**

**Motion** was made by Mr. Dorney to recommend budget #300 in the amount of \$27,105,655.

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

### **SE Reg Vocational School**

**Motion** was made by Mr. Dorney to recommend budget #306-560 in the amount of \$996,390.

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

### **Reg Agricultural School**

**Motion** was made by Mr. Dorney to recommend budget #308-560 in the amount of \$28,755.

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

### **Highway Department**

**Motion** was made by Mr. Dorney to recommend budget #420-510 in the amount of \$659,123.

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

**Motion** was made by Mr. Dorney to recommend budget #420-570 in the amount of \$99,150.

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

**Motion** was made by Mr. Dorney to recommend budget #420-580 in the amount of \$8,000.

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

**Motion** was made by Mr. Dorney to recommend budget #420-581 in the amount of \$1,000.

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

### **Snow Removal**

**Motion** was made by Mr. Dorney to recommend budget #423-570 in the amount of \$80K. Seconded

by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Board of Health**

**Motion** was made by Mr. Dorney to recommend budget #510-510 in the amount of \$137,497.

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

**Motion** was made by Mr. Dorney to recommend budget #510-570 in the amount of \$8,425.

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

### **Public Health Nurse**

**Motion** was made by Mr. Dorney to recommend budget #522-510 in the amount of \$33,050.

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

**Motion** was made by Mr. Dorney to recommend budget #522-570 in the amount of \$10,250.

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

### **Council on Aging**

**Motion** was made by Mr. Dorney to recommend budget #541-510 in the amount of \$55,744. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #541-570 in the amount of \$11,600. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Veteran's Agent**

**Motion** was made by Mr. Dorney to recommend budget #543-510 in the amount of \$56,775. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #543-570 in the amount of \$3,460. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #543-579 in the amount of \$230,000. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Library**

**Motion** was made by Mr. Dorney to recommend budget #610 in the amount of \$399,111. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Recreation**

**Motion** was made by Mr. Dorney to recommend budget #610-510 in the amount of \$12,240. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

**Motion** was made by Mr. Dorney to recommend budget #610-570 in the amount of \$11,000. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

Mr. DeLuca noted that the Recreation Department has clearly stated that its members will disband if the override fails because the funding for the full-time Coordinator will not be funded.

**Motion** was made by Mr. Dorney to recommend a total budget for FY18 in the amount of \$53,760,398. Seconded by Mr. Rotondi. Vote: All in favor. **Motion carries.**

### **Next Meeting**

The next meeting is scheduled for April 5, 2017 at 7:00 pm.

### **Adjournment**

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

#### **Documents Referenced:**

Minutes of March 15, 2017  
Annual Town Meeting Warrant draft  
Transfer Request  
Budget Worksheets

Respectfully Submitted by:

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Michael Fiore, Finance Committee Chair

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Date Approved

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Sara Lyons, Finance Committee Secretary