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**Finance Committee  
Meeting Minutes  
July 10, 2017**

**I. 7:15 P.M. Call to Order**

The July 10, 2017, meeting of the Finance Committee was held in the Board of Selectman's Meeting Room and was called to order at 7:15 P.M., by Richard Dorney. Member(s) Present: Mr. Tom Deluca, Mr. Walter Eykel, Mr. Mike Fiore, Mr. Paul Helmreich, Mr. William Rotondi, Ms. Aimee Sawyer, Mr. Aaron Smith, and Mr. Mike Yunits. Not in attendance: Mr. Peter Carignan, Mr. Joseph Coakley and Mr. Stephen Evans.

**II. Reserve Fund and Year End Requests**

Mr. Yunits requested reserve fund transfers be completed tonight. Reserve funds available is currently \$117K and if the requests are approved, the ending balance will be \$75,174 which will be free cash. He then proceeded to review each transfer request.

- a) This transfer request is for the Town Manager Department, Account - Municipal Building, in the amount of \$14,400.00. The items expensed include: \$3,100.00 in repairs to the boilers, a/c system and the elevator; \$2,060.00 for back flow testing for the Water and Sewer Department; \$8,450.00 for electricity to the municipal building, Police and Fire; \$50.00 for trash, \$565.00 for shredding and cleaning services; \$100.00 to the Water Company; and \$75.00 for the purchase of two dispensers replaced in the restrooms. This account includes the Town Hall, Police Station, playground at the Campbell House and for the building on Route 123.

**Motion was made by Mr. Dorney to approve the transfer request in the amount of \$14,400.00 to the Town Manager Department, Account - Municipal Building #001-192-570. Second by Mr. Deluca. Vote: Unanimous. MOTION CARRIES.**

- b) This transfer request is for the Police Department, Account - Educational Assistance, in the amount of \$3,500.00. This amount is to cover the costs of reimbursing officers who take courses for either a law enforcement degree or a Juris Doctor degree. These were unanticipated costs due to more participation than estimated.

**Motion was made by Mr. Deluca to approve the transfer request in the amount of \$3,500.00 to the Police Department, Account - Educational Assistance #001-210-570-5716. Second by Mr. Helmreich. Vote: Unanimous. MOTION CARRIES.**

- c) This transfer request is for the Fire Department, Account - Fire Expense, in the amount of \$20,000.00. This amount is to cover: \$9,433.00 for the purchase of seven sets of body armor with helmets; \$5,800.00 for major repairs to Engine 2; \$1,800.00 for a repair to the forestry truck pump on Squad 3; and \$3,000.00 for a radiator replacement on Engine 3.

**Motion was made by Mr. Dorney to approve the transfer request in the amount of \$20,000.00 to the Fire Department, Account – Fire Expense #001-220-570. Second by Mr. Deluca. Vote: Unanimous. MOTION CARRIES.**

- d) This transfer request is for the Town Manager Department, Account – Street Lighting, in the amount of \$2,300.00.

**Motion was made by Mr. Dorney to approve the transfer request in the amount of \$2,300.00 to the Town Manager Department, Account – Street Lighting #001-425-570-5210. Second by Mr. Deluca. Vote: Unanimous. MOTION CARRIES.**

- e) This transfer request is for the Board of Health Department, Account – Salaries, in the amount of \$1,626.00. This amount is for a contractual increase for the Health Agent.

**Motion was made by Mr. Dorney to approve the transfer request in the amount of \$1,626.00 to the Board of Health Department, Account – Salaries #001-510-510-5110. Second by Mr. Deluca. Vote: Unanimous. MOTION CARRIES.**

Mr. Yunits commented that the street lights may be converted to LEDs. The Town of Norton is researching cost saving to replace all lighting. All lighting has already been replaced in the schools, Police Department, the Town Hall, the Council of Aging and the library.

### **III. Adjournment**

**MOTION was made by Mr. Deluca to Adjourn at 7:14 p.m. Seconded by Mr. Dorney Vote: Unanimous. MOTION CARRIES.**

Respectfully Submitted by:  
Kayleigh Correia, Recording Secretary

Minutes Approved by Committee

Date: 9/20/17

Signature: 