

FINANCE COMMITTEE MINUTES
JUNE 28, 2011

The meeting was called to order at 7:35 PM in the Selectmen's Meeting room of Town Hall. The following members were present: Ken Szajda, Gordon Johnson, Tom Meehan, Michelle Zeamer, Mark Schultz and Kathleen White. Pam Zicko was absent from the meeting.

The COA came to the meeting to discuss their reasons for the line item transfers they are requesting and a Reserve Fund transfer, to replace a storage shed that was ruined this winter. Keefe Tech will build it, but the COA needs to purchase the materials. They also discussed the fact that the new van they received from a grant does not fit into the garage – the roof hatch is too tall. After pursuing various options, it was decided that the most economical solution to the problem is to install a new garage door, which will provide enough clearance. At this time, it will cost \$4825.83, but the cost could change by fall. The BOS told them to go forward with it in the fall as a capital request. Tom Meehan asked if they had looked for another place to park it. Lena Arena-DeRosa said that they had, but were not able to find a site. Lena mentioned that going forward, a new contract with the MWRTA will need to be written and she expects it will increase due to fuel and usage increases. She also invited the FinComm to come to the Senior Center perhaps for lunch some day and to hold a meeting there.

At 7:55 PM, Gordon Johnson, seconded by Mark Schultz, made a MOTION to enter into Executive Session, with the intent to return to open session, for the purpose of discussing an Open Space acquisition. A roll call vote was taken: Tom Meehan: yes; Mark Schultz: yes; Gordon Johnson: yes; Kathleen White: yes; Michelle Zeamer: yes; and Ken Szajda: yes.

At 8:20 PM, the FinComm returned to open session. Votes were taken on the following line item and Reserve Fund requests.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to transfer \$1987.58 from the Reserve Fund to the COA, org #01541, repair and maintenance, obj.#53020, to cover the cost of materials for a new storage shed. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$500.00 from COA, org.#01541, personal services, obj.#51000 to supplies and materials, obj.#54000 for motor vehicle fuel. The money is coming from part time custodial. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$500.00 from COA. org.#01541, purchased services, obj.#52000 to supplies and materials, obj.#54000 for motor vehicle fuel. The money is coming from utilities. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$1510 from BOH, org.#01512, personal services, obj.#51000 to purchased services, obj.#52190 for training, legal, communicable diseases and Title V. Michelle Zeamer questioned the need for money for Title V and shouldn't the costs be covered with fees? Passed 6-0-0.

The BOS came into the meeting to discuss Art. 26, which was the FinComm's article to have an independent human resource study done concerning benefits for all town employees. The BOS and FinComm need to decide what they are looking for with this study. Ken Szajda said that they need to look at what our structure is like (the compensation table with various grades, etc.), are we paying enough, too much and look at the total compensation package. Should it be looked at as public vs. private? All members agreed that it must be professional and impartial and they need to put a RFP together, containing the scope of work and the comparative criteria. It will probably cost more than the \$30,000 that has been appropriated. They need to get the RFP out in early fall and try to time it with Fall Town Meeting.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$200.00 from Town Accountant, org.#01134, purchased services, obj.#52170 to supplies and materials, obj.#54200. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$1,116 from Police, org.#01210, vehicle repairs,obj.#53031 to supplies and materials, obj.#54200, for office supplies. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$43.75 from ConComm, org.#01171, agent account, obj.#50085 to communications, obj.#52150, for postage and telephone charges. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$840.14 from Technology., org#01154, capital, obj.#68340 to Tech purchased services, obj.#52190, for maintenance of servers and printers. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$69.86 from Technology, org.# 01154, tech supplies, obj.#54200 to purchased services, obj.#52190. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$2544.00 from the Library, ogr. #01610, energy account, obj. #52110 to building maintenance, obj. #53020. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$7500.00 from Highway, org. #01420, supplies and materials, obj. #'s 54378, 54500, and 54200 to highway capital, obj. #58601. Passed 6-0-0. This was for the traffic signal at High Street.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$9000.00 from Highway, org. #01420, repair and maintenance, obj. #53030, to highway capital, obj. #58601. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$13,600.00 from Highway, org. #01420, purchase services, obj. #'s 52190 and 52197 to highway capital, obj. #58601. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a Reserve Fund transfer in the amount of \$928.00 to ConComm, org. #01171, professional/technical services, obj. #52190. Passed 5-0-1(M. Zeamer, abs.)

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a line item transfer in the amount of \$4,000 from Planning Board, org. #01172, personnel services,

obj. #50070 to Professional Services, obj.#52190. Passed 4-0-2 (M. Zeamer, M. Schultz, abs.)

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a transfer in the amount of \$6105 from the Reserve Fund to the Planning Board, org. #01172, Professional Services, obj. # 52190 for litigation issues. Passed 4-0-2(M. Zeamer, M. Schultz, abs.)

Gordon Johnson, seconded by Mark Schultz, made a MOTION to transfer \$1262.87 from the Reserve Fund to the ZBA, org. #01173, professional services, obj. #52190 for litigation involving a 40B. Passed 5-0-1(M. Zeamer abs.)

Gordon Johnson, seconded by Mark Schultz, made a MOTION to make the following line item transfers for ZBA, org. #01173 - \$3787.40 from obj.# 50070 and \$7.03 from obj. #54200 (totaling \$3794.43) to obj. #52190 for litigation for a 40B. Passed 5-0-1 (M. Zeamer, abs.)

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a transfer in the amount of \$42,664.82 from the Reserve Fund to Snow & Ice, org. #01423, supplies and materials, obj. # 54210. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a transfer in the amount of \$114,915.20 from the Reserve Fund to Snow & Ice, org. #01423, purchase services, obj. #52200. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve a transfer in the amount of \$11,933.07 from the Reserve Fund to Snow & Ice, org. 01423, snow labor, obj. #50135. Passed 6-0-0.

Gordon Johnson, seconded by Mark Schultz, made a MOTION to approve payment of a bill submitted by Faith Antonioli, totaling 3.5 hours for meetings and minutes for the months of May and June. Passed 6-0-0.

At 9:30 pm, Gordon Johnson, seconded by Mark Schultz, made a MOTION to adjourn the meeting. Passed 6-0-0.

Respectfully submitted,
Faith Antonioli, Secretary

Date Approved: September 20, 2011