

**FINANCE COMMITTEE MINUTES  
SEPTEMBER 6, 2011**

The meeting was called to order at 7:30 PM in the meeting room of the Board of Health in lower Town Hall. The following members were present: Ken Szajda, Tom Meehan, Pam Zicko, Michelle Zeamer, Kathleen White and Mark Schultz.

First on the agenda was to select a new vice-chairperson, due to the resignation of Gordon Johnson from the FinComm. Pam Zicko, seconded by Tom Meehan, made a MOTION to appoint Mark Schultz Vice-Chairperson. Passed 5-0-1(M. Schultz abs.)

Pam Zicko, seconded by Mark Schultz, made a MOTION to approve the minutes of April 26, 2011. Pam Zicko then withdrew the motion.

Pam Zicko, seconded by Mark Schultz, made a MOTION to approve the minutes of May 9, 2011. Passed 4-0-2(K. White, M. Zeamer abs.)

Mark Schultz, seconded by Tom Meehan, made a MOTION to approve the minutes of May 31, 2011. Passed 6-0-1(P. Zicko abs.)

Lena Arena-DeRosa explained the COA's request for money to replace garage doors. She gave a brief background of the transportation program and the new vans the COA has acquired. She said that it was determined that the best way to address the problem is to replace the two doors with one large door and take out the center post. The mirrors on the vans protrude out. It has been determined that they should go to a commercial grade door. Mark Schultz asked about the space in the garage when both vehicles are parked inside and if there would be sufficient height and was told that there was. Pam Zicko asked if the mirrors folded in. Tom Meehan asked if it would change the operating costs in any way. Lena said that if they do more runs, the operating costs could increase because fuel usage would increase. Michelle Zeamer asked about the old vans and was told they were at the Highway Dept. Ken Szajda asked about tiered or pre-trip reimbursements for the van. He also asked if the openers they have now would work. He was told that it was not strong enough. Ken asked if there was any salvage value with the existing doors and Lena said she would check with Tom Smith and Paul LeBeau.

FinComm then reviewed the liaison lists and made some changes. Changes will be made again once there is a replacement for Gordon Johnson. Ken will distribute the new list to members once the BOS has also named their liaisons. Ken Szajda said FinComm will wait for Paul LeBeau to begin the capital review schedule. Ken also reported to that the RFP for the HR study is being worked on and he had met with members of the BOS. They had looked at a couple of sample RFP's. He said that they want to limit the scope of the RFP by focusing on areas they have control over. The areas of focus are benefits, retiree benefits, options for future retirees and pay structure (involving the existing rate table). Ken said that they hope to have the RFP finalized by next week and have it circulate for about 30 days. They hope to have more than one bidder and at this time there appears to be two companies interested in bidding. Tom Meehan commented that there had been no mention of comparisons to other municipalities. Ken Szajda said that

there would be comparisons to other municipalities and said that at least one of the selectmen wanted it compared to the private sector as well. Some are unsure about that.

Ken Szajda commented on his concerns with the significant problems that will arise if the town started financing their insurance obligations. Ken asked FinComm members to think of various ways that they could perhaps begin to find money from within the operating budget. Ken said it could be about \$400,000 for 4 years. Some members were concerned with the effect on town departments if this \$400,000 is taken from the operating budgets. Depts. have been drastically affected the last few years. Mark Schultz commented that he is extremely concerned with water pipe replacements.

Bill Dowd, who attended part of the meeting, asked if the FinComm intended to look at the police contract.

At 9:50 pm. Pam Zicko, seconded by Tom Meehan, made a MOTION to adjourn the meeting. Passed 6-0-0.

Respectfully submitted,  
Faith Antonioli, Secretary

Date Approved: September 27, 2011