

TOWN COUNCIL MINUTES
BUDGET/MANAGEMENT COMMITTEE
Town Hall Council Chambers
June 5, 2007 - Tuesday

Present: Kenneth DiFazio, Chairperson
Susan Kay, Councilor
Patrick O'Connor, Councilor

Not Present: Paul J. Leary

Also Present: James Wilson, Chief Financial Officer
Maureen Duffy, Town Auditor

Recording Secretary: Mary Briggs

Chairman Kenneth DiFazio called the Budget/Management Committee meeting to order at 6:45 PM. He introduced Maureen Duffy, recently hired Town Auditor, to the committee and invited her to join the meeting.

07 066 - Fiscal Year 2008 Supplemental Budget Appropriation -

Mr. Wilson gave a brief overview of the supplemental budget and the handout from the school department; with the need to reduce the appropriation to meet the cherry sheet and Chapter 70 reductions. These supplements also include reductions in the Elder Services budget which does not reflect cuts-- but a correction in calculations.

Councilor Kay asked for the current FY07 balance; Mr. Wilson reported it at approximately \$87,000.

Councilor DiFazio expressed his frustration with the budgeting process; particularly with the School Department's yearly ability to find additional cuts. He feels that these can easily be made in their budget after submitting what is meant to reflect a basic services budget with no leeway. Mr. Wilson noted that the philosophy has been that the money will somehow be found, but it will not be the case after this budget. This is the fifth budget with state aid reductions, and he believes that one incident, such as a snowstorm or fire, could flip the finances. He also noted tax payments are down 4% from last year even with a 2.5% increase, and the town is seeing more taxes paid through bankruptcies.

A MOTION was made by Councilor Kay to forward item 07 105 to the full council with a recommendation for favorable action and was seconded by Councilor O'Connor. UNANIMOUSLY VOTED

07 094 - Reappropriation - Council Recording Secretary -

Mr. Wilson noted the reappropriation is necessary because there have been more meetings than usual this spring.

A MOTION was made by Councilor Kay to forward item 07 094 to the full council with a recommendation for favorable action and was seconded by Councilor O'Connor. UNANIMOUSLY VOTED.

07 095 - Reappropriation from Insurance Consultant -

Mr. Wilson noted the town's insurance rates have doubled since 2003, and there is a need to find competition among carriers. The town will hire a consultant to prepare specifications to go out to bid for services.

Councilor Kay noted that other towns conducting similar bidding are finding there is competition and bids

are coming in lower. She made a MOTION to forward item 07 095 to the full council with a recommendation for favorable action and was seconded by Councilor O'Connor. UNANIMOUSLY VOTED.

07 096 - Donation Accounts - Norman M. Smith/Acceptance of Gifts -

Mr. Wilson requested that the Town Council accept a \$10,000 bequest of Norman M. Smith under the terms of his will and the town ordinance; create the Norman M. Smith Donation account, and authorize the spending of those funds by the Library Director.

A MOTION was made by Councilor Kay to forward item 07 096 to the full council with a recommendation for favorable action and was seconded by Councilor O'Connor. UNANIMOUSLY VOTED

07 097 - Reappropriation - Police Department Overtime -

Mr. Wilson noted that two factors are driving the need for additional funding for overtime; several members of the force are out, and the final payroll of FY07 will include all payroll through June 30th, which also includes the coverage for the town's 4th of July celebration. Overtime for that is split by the 4th of July Committee and the town-- the total is expected to run about \$26,000. The payroll overtime line for the police department is currently in deficit by about \$12,630.

Councilor Kay asked why the 4th of July Committee was not paying for all of the overtime for the event, and Mr. Wilson responded that it was changed when the town charter was changed.

A MOTION was made by Councilor O'Connor to forward item 07 097 to the full council with a recommendation for favorable action and was seconded by Councilor Kay. UNANIMOUSLY VOTED

07 098 - Appointment to Fourth of July Committee - Sharon Morgan -

A MOTION was made by Councilor Kay to forward item 07 098 to the full council with a recommendation for favorable action and was seconded by Councilor O'Connor. UNANIMOUSLY VOTED

07 099 - Appointment to Conservation Commission - John Thompson -

A MOTION was made by Councilor Kay to forward item 07 099 to the full council with a recommendation for favorable action and was seconded by Councilor O'Connor. UNANIMOUSLY VOTED

07 100 - Reappointment of Town Clerk - Franklin Fryer -

A MOTION was made by Councilor Kay to forward item 07 100 to the full council with a recommendation for favorable action and was seconded by Councilor O'Connor. Mr. Fryer's term will expire June 18, 2010. UNANIMOUSLY VOTED

07 101 - Reappointment of Assistant Town Clerk - Kathleen Deree-

A MOTION was made by Councilor Kay to forward item 07 101 to the full council with a recommendation for favorable action and was seconded by Councilor O'Connor. UNANIMOUSLY VOTED

07 102 - Appointment of Town Auditor - Maureen Duffy -

A MOTION was made by Councilor Kay to forward item 07 102 to the full council with a recommendation for favorable action, with pleasure, and was seconded by Councilor O'Connor. Mr. Wilson noted that former auditor Swanson's term ended on December 1, 2006, after which he returned on a consultant basis. Ms. Duffy's date of appointment will be her date of hire, which was June 4, 2007, for a three year term under the charter. UNANIMOUSLY VOTED.

07 103 - Appointment to the Board of Registrars - Michelle Cronin -

A MOTION was made by Councilor Kay to forward item 07 103 to the full council with a recommendation for favorable action and was seconded by Councilor O'Connor. UNANIMOUSLY VOTED

07 105 - Reappropriation to Fire Department Overtime -

This item was referred by Town Council at its meeting on June 4, 2007. Mr. Wilson reported that the

current balance in fire overtime is \$17,000, at week 48 in the payroll. With an additional warrant ordered in FY07, and firefighters required under collective bargaining contract to expend all overtime before the close of the fiscal year, he conservatively estimates the need for a reappropriation of \$20,000 to fund fire department rescue and suppression overtime through the last four payrolls of FY07.

A MOTION was made by Councilor Kay to forward item 07 105 to the full council with a recommendation for favorable action and was seconded by Councilor O'Connor. UNANIMOUSLY VOTED.

At 7:21 PM, there being no further business, Councilor Kay made a MOTION to ADJOURN the meeting and was seconded by Councilor O'Connor. UNANIMOUSLY VOTED.

Kenneth DiFazio
Chair of Budget/Management