

TOWN COUNCIL MINUTES
BUDGET/MANAGEMENT COMMITTEE
Town Hall Council Chambers
February 6, 2008 -Tuesday

Present: Kenneth DiFazio, Chairperson
Patrick O'Connor, Vice Chairperson
Arthur Mathews, Councilor
Michael Molisse, Councilor
Kevin Whitaker, Councilor

Also Present: James Wilson, Chief Financial Officer
Maureen Duffy, Town Auditor
Robert O'Connor, Director, DPW
Robert Leary, Chief, WFD

Chairman Kenneth DiFazio called the meeting to order at 6:30 PM, and welcomed the members new to the committee.

08-004 – Reserve Fund Transfer-Property Insurance

Mr. Wilson reported to the committee that the manner in which property casualty insurance is procured was revamped eighteen months ago. Costs are coming in higher than the estimated \$625-630, partly due to the rates for the new WPD vehicles. An additional \$10,000 will be needed for the balance of the premium-- 3rd quarter is due March 31, 2008. There is currently \$798,000 in the fund.

A MOTION was made by Councilor Molisse to forward item 08-004 to the full Council with a recommendation for favorable action and was seconded by Councilor Mathews. UNANIMOUSLY VOTED.

08-005 – Reserve Fund Transfer-Veterans' Benefits

Mr. Wilson reported on the projected increase of \$1,000, based on current use, due to two factors; the cash assistance (including motor vehicle excise abatement) and medical assistance (prescription coverage) which is outpacing the budget. This increase is an estimate and may not be adequate. This is a predictable increase when economic times become difficult, and it is a mandated service. 60% reimbursement runs approximately two years behind.

After a brief discussion, a MOTION was made by Councilor Molisse to forward item 08-005 to the full Council with a recommendation for favorable action and was seconded by Councilor Mathews. UNANIMOUSLY VOTED.

08-006 – Reserve Fund Transfer-Poll Workers

Mr. Wilson reported \$7,500 is needed for costs related to the primary election which will be held on February 8, 2008, including custodial overtime payable for set up and break

down. These costs will be reimbursed by the state at the end of the fiscal year. \$1500 of the costs are for supplies; mainly a proprietary form for ballots.

After a brief discussion concerning the change occurring next year, which will involve implementing a new system (original system installed at a cost of \$81,000) a MOTION was made by Councilor Molisse to forward item 08-006 to the full Council with a recommendation for favorable action and was seconded by Councilor Mathews. UNANIMOUSLY VOTED.

08-007 – Reserve Fund Transfer-Fire Department Expenses

Chief Leary joined Mr. Wilson for reporting on the request for a transfer of \$3,000 for Fire Department costs. They reported that as indicated in October 2007, there are lines in the budget which were underfunded, including:

- annual lease payment for the contract for fire alarms
- five (5) uniforms- mandated expense
- annual cost for maintenance agreement on diesel exhaust system installed to adequately ventilate stations
- Supplies and utilities at stations

After a brief discussion, a MOTION was made by Councilor Molisse to forward item 08-007 to the full Council with a recommendation for favorable action and was seconded by Councilor Mathews. UNANIMOUSLY VOTED.

08-008 – Reserve Fund Transfer-Worker's Compensation

Mr. Wilson reported on the request for \$50,000 to the Worker's Compensation account, which was underfunded. This account is currently being reviewed, with assistance from Michael Gallagher. Payments from this account which has oversight by a Board of Overseers- include weekly allowances, attorney payments and a \$22,000 judgement. Although the request is for \$50,000 Mr. Wilson expects it will be approximately \$75,000 to meet expenses through the end of the year.

This was followed by a discussion of other financial matters including a broad review of issues which are negatively affecting the budget- snow removal budget, police department overtime, Social Security benefits/Medicaid portions; increase in number of budgeted positions, teacher end of year payments. Mr. Wilson notes that although the snow removal fund deficit can be rolled into the 2009 budget, it would not be preferable. End of year calculations are being studied now so that projections can be made.

A MOTION was made by Councilor Molisse to forward item 08-008 to the full Council with a recommendation for favorable action and was seconded by Councilor Mathews. UNANIMOUSLY VOTED.

At 6:50 PM, there being no further business, a MOTION was made by Councilor Molisse to ADJOURN, and was seconded by Councilor Mathews. UNANIMOUSLY VOTED.

