

**MINUTES OF THE
BUDGET/MANAGEMENT COMMITTEE**

APRIL 5, 2004

PRESENT: Ken DiFazio (Chairman), Sue Kay, Paul Leary, Colin McPherson and Michael Molisse

OTHERS: Jim Wilson, Jane Hackett, Bob O'Connor and Brad Hayes

Chairman DiFazio called the Budget/Management Committee meeting to order on Monday, April 5, 2004 at 6:30 p.m.

APPROVAL OF PRIOR MINUTES

Councilor Kay MOTIONED to approve the Budget/Management Committee minutes of 3/8/04. Councilor Leary seconded. VOTED UNANIMOUSLY

04 068 – Appropriate \$485,500 from Water Retained Earnings for Water Treatment Plant

Mr. Wilson said the system is old and is in constant need of repair. In FY04 the Council approved \$500,000 for repairs. The Mayor has submitted a measure in the FY05 budget for a study as to whether or not we should go forward with a new Water Treatment Plant. We are now close to spending \$1million for this year on repairs.

The SCADA system was bid and came in at \$95, 349.

The second item is a contingency fund for \$50,000. The original bid for the SCADA system is only a bid with no contingencies. Chairman DiFazio asked if we are doing the work or if we are contracting out. Mr. Wilson said we are contracting out.

\$23,000 if for the evaluation of the filters at the Treatment Plant and \$275,000 for the restoration. Mr. Wilson said when he visited it there were two filters that were not operational. We are required to evaluate the filters first, certify that and then go on to replace them. These are two estimates and we have not received bids on them at this time. Chairman DiFazio asked how they came to these estimates? Mr. Hayes stated on engineering experience. He also checked with a few consultant firms.

Councilor Leary asked if the \$23,000 was a bid item or a consultant. Mr. Wilson said it was for a consultant.

Mr. Wilson said the next item is for panel truck for \$25,000 and it is a replacement for one that we can not get a sticker on.

Mr. Wilson said the compressor is for a bid item for \$10,560. They are requesting \$10,000 for that and the remaining \$560 will come from the Water Enterprise fund operating budget.

The \$6,000 is to replace an existing copier. Mr. Keefe is currently negotiating the price which is at \$5500 and will include 2 years of service and unlimited use.

Councilor McPherson MOTIONED to recommend favorable action to the full town council on measure # 04 068 Appropriate \$485,500 from Water Retained Earnings for Water Treatment Plant. Councilor Molisse seconded. VOTED UNANIMOUSLY

Chairman DiFazio presented a budget/management schedule to the committee. He would like to look at all departments at least once before the Annual Town Meeting on May 10, 2004. Mrs. Hackett stated that the Fire Department will need to be rescheduled.

Chairman DiFazio requested that all requests go through Jane Hackett in writing and to cc: Chairman DiFazio to keep him informed.

Councilor McPherson asked if the meeting on April 12 for fixed costs is the health insurance. Mr. Wilson said yes, pensions, benefits, health insurance debt service and county assessments.

Mrs. Hackett said they are trying to schedule Stone Consultant to do a presentation of the actual analysis. This study has been completed but Mr. Wilson does not have a copy of it yet. He will ask them to bring one with them.

Councilor McPherson requested an analysis on how they got to the health insurance costs. Mr. Wilson said one was already supplied.

Chairman DiFazio requested through Jane that all back up material is supplied ahead of time and reminded committee members to check their in boxes frequently.

Mrs. Hackett asked if information should be supplied to committee members only or the full town council and it was stated the full town council.

Councilor McPherson said he wants to understand how unfunded the unfunded liability is. Mr. Wilson said this is a pay as you go.

Jane Hackett said there are two big items remaining and that is the year end measures which they hope to have to the council by May 3rd and also the appointment by May 3rd if possible. They will be coming in bulk.

Councilor Kay requested that she indicate if they are a reappointment or filling a vacancy.

ADJOURNMENT

Councilor McPherson MOTIONED to adjourn at 6:55 p.m. Councilor Kay seconded.
VOTED UNANIMOUSLY

Respectfully submitted by,

Lee Hultin, Recording Secretary

Approved by: _____