

**FINANCE COMMITTEE**

**MINUTES**

**April 28, 2016**

Regular meeting of the Finance Committee was held on Thursday, April 28, 2016 in Room #112, Town Hall with the following members present: D. Bruce, J. Denneen, J. Burke, R. Mariani, M. Trudell, J. McDermott, J. Vaillancourt, S. Lawson and T. Bowen. Members absent were: D. Crowley, K. Guyette, A. Healy, J. Lowre, P. Hinton and P. Stasiukevicius. Also in attendance was Town Administrator J. Johnson, Assistant Town Administrator T. Gregory, Finance Director M. Thompson, Town Accountant J. Cuneo, Recreation Director P. Shield, Fire Chief T. Bailey and Deputy Police Chief C. Michenzie.

7:10 p.m. – Quorum being present, the meeting was called to order by the Chairman D. Bruce

**Reserve Fund Transfers**

Balance in Reserve Fund is \$230,000.

**Veterans Benefits**

Town Administrator J. Johnson spoke to this request. \$12,000 being requested. There was insufficient amount budgeted in the line item for Veterans Benefits. Amount budgeted was \$65,000, current balance is \$5,688. Town receives 75% reimbursement from the State for these funds which goes into the General Fund.

**MOTION MADE** by T. Bowen, Seconded by J. Denneen for Favorable Action on the Reserve Fund Transfer for Veterans Benefits in the amount of \$12,000, Motion Passed (9-0-0) (9 voting) Unanimous

**Elections**

Town Administrator J. Johnson spoke to this request. \$59,000 being requested to purchase a new optical scanning tabulator system for voting. The need to replace the current voting equipment (Accuvote) that had been purchased in 1997 and is in poor condition. These machines offer many new technology advantages. This purchase had previously been discussed with the Finance Committee during the budget discussion. Bids for these machines had been received this afternoon and there was only one bidder. This expenditure has to be approved by the Board of Selectmen by May 11 in order to

have them in place for the September primary and for the presidential election. Due to the time frame restrictions, it was decided that this expenditure should come out of the Reserve Fund rather than going through Capital. Board of Selectmen usually approves the Reserve Funds prior to submission to the Finance Committee, but due to time constraints it was suggested to approve the request subject to the Board of Selectmen approval.

**MOTION MADE** by R. Mariani, Seconded by S. Lawson for Favorable Action on the Reserve Fund Transfer request in the amount of \$59,000 for Elections and Registrations – Expenses, Subject to Board of Selectmen Approval, Motion Passed (9-0-0) (9 voting) Unanimous

### **Reserve Fund Update**

Town Administrator spoke to meeting with Finance Director, Town Accountant and representatives of the Police and Fire Departments regarding potential budget shortfalls for FY2016. It is anticipated that there will be needed \$100,000 for Fire Overtime and \$20,000 for Police Overtime. At this time, he would like to leave monies in the Reserve Fund as it is unknown the amount of fires that could occur during the last two months of the fiscal year.

### **May 2, 2016 Spring Annual Town Meeting**

#### **Article 4 – Funding FY2017 Budgets**

Finance Committee voted on March 31, 2016 the amount of \$83,157,147 but did not vote the fund sources.

**MOTION MADE** by J. Denneen, Seconded by S. Lawson to fund the FY2017 budgets in the amount of \$83,157,147 from the following fund sources: Raise and Appropriate \$81,014,328, Ambulance Fund \$650,000, Sale of Cemetery Lots \$3,000, Health Insurance Trust Fund \$14,922, Water Enterprise Fund \$1,054,622, Sewer Enterprise Fund \$418,513, Septic Loan Assistance Program \$1,761, Motion Passed (9-0-0) (9 voting) Unanimous

### **Minutes**

**MOTION MADE** by J. Denneen, Seconded by J. Burke to approve the February 25, 2016 Minutes, Motion Passed (8-0-1) (J. McDermott abstained) (9 voting)

**MOTION MADE** by J. Denneen, Seconded by S. Lawson to approve the February 29, 2016 Minutes, Motion Passed (9-0-0) (9 voting) Unanimous

**MOTION MADE** by J. Denneen, Seconded by J. Burke to approve the March 21, 2016 Minutes, Motion Passed (8-0-1) (R. Mariani abstained) (9 voting)

**MOTION MADE** by J. Denneen, Seconded by S. Lawson to approve the March 24, 2016 Minutes, Motion Passed (8-0-1) (J. Burke abstained) (9 voting)

**MOTION MADE** by J. Denneen, Seconded by J. Burke to approve the March 28, 2016 Minutes Motion Passed (9-0-0) (9 voting) Unanimous

**MOTION MADE** by J. Denneen, Seconded J. Burke to approve the March 31, 2016 Minutes, Motion Passed (9-0-0) (9 voting) Unanimous

**Town Meeting Room Assignments**

Town Clerk D. Sicard has reserved Room 2127 for the use of the Finance Committee in case there is a need to meet prior to Town Meeting. At this time, it is not anticipated that there would be a need for the Finance Committee to meet. If there is a need to meet, the secretary will contact the members by e-mail.

**Public Hearing – FY2017 Budgets**

**MOTION MADE** by J. McDermott, Seconded by S. Lawson to open the Finance Committee FY2017 Budgets at 7:30 p.m. Motion Passed (9-0-0) (9 voting) Unanimous

Representative Town Meeting Member Joseph Moraski from Precinct 8 had a number of questions on the FY217 budget and articles in the warrant.

**MOTION MADE** by J. Denneen, Seconded by S. Lawson to close the Finance Committee Public Hearing on the FY2017 Budgets at 8:10 p.m., Motion Passed (9-0-0) (9 voting) Unanimous

**Adjourn:**

**MOTION MADE** by J. Denneen, Seconded by S. Lawson to adjourn the meeting at 8:10 p.m., Motion Passed (9-0-0) (9 voting) Unanimous

Respectfully submitted,

Clare P. Abril  
Clerk