

**FINANCE COMMITTEE**

**MINUTES**

**June 13, 2016**

Regular meeting of the Finance Committee was held on Monday, June 13, 2016 at 7:00 p.m. in the Finance Committee Room, #112, Town Hall with the following members present: J. Denneen, J. Burke, J. McDermott, M. Trudell, J. Vaillancourt, K. Guyette, S. Lawson and, R. Mariani. Members absent were: D. Bruce, T. Bowen, D. Crowley, A. Healy, P. Hinton, J. Lowre and P. Stasiukevicius. Also in attendance was Town Administrator J. Johnson, Fire Chief T. Bailey and Town Accountant J. Cuneo

7:15 p.m. – Quorum being present, the meeting was called to order by the Vice-Chairman J. McDermott.

**Reserve Fund Transfers –**

Balance in Reserve Fund is \$159,000.

**Fire Department Reserve Fund Transfer Request**

Speaking to this request was Fire Chief T. Bailey. The requested amount is \$75,000. Overtime line will be a negative before the end of the year due to many unforeseen circumstances, three resignations, two retirements and one untimely death and four injuries. The Administrative line item will also run short due to the Deputy's Chief's resignation and salary payout. He feels that this number is very conservative and doesn't anticipate that he will have to come back. Amount requested should be sufficient other than a catastrophic event. Department currently has four openings that need to be filled and he is looking at eleven candidates. All candidates are paramedics but some are not firefighter trained. Attendance at the firefighter academy is for 10 weeks. Deputy fire chief position has not been filled to date and he is in the process of preparing recommendations for the Selectmen for this position. Position will be filled within the department. He is exploring available options to prevent members of the department leaving. Some resignations are due to members not wanting to do the ambulance, and going to bigger departments with larger salaries, etc.

**MOTION MADE** by J. Denneen, Seconded by S. Lawson for approval of a Reserve Fund Transfer in the amount of \$75,000 for Fire Department Salaries, Motion Passed (8-0-0) (8 voting) Unanimous

### **Year End Funds/Chairman's Authorization**

In prior year's the Finance Committee has granted authorization to the Chairman or Vice-Chairman to approve Reserve Fund Transfers or within budget transfers up to \$5,000 and to a date certain (this year July 15, 2016) thus eliminating a need to call a meeting for the end of the budget year. This is needed due to sometimes having difficulty during the summer months in obtaining a quorum.

**MOTION MADE** by J. Denneen, Seconded by S. Lawson to grant the Finance Committee Chairman or Vice-Chairman authorization to approve any Reserve Fund Transfers or Budget Transfers for Expenses to Salaries or Salaries to Expenses up to the amount of \$5,000 for the period ending July 15, 2016.

### **Minutes**

**MOTION MADE** by J. Denneen, Seconded by S. Lawson to approve the April 28, 2016 Minutes, Motion Passed (8-0-0) (8 voting) Unanimous

### **Auditor's Report**

Copies of the Auditor's Report for Year ending June 30, 2015 as prepared by the Town's Auditors, Roselli, Clark & Associates were provided to the Committee. Any questions from Committee members should be forwarded to the Town Accountant.

### **Adjourn:**

**MOTION MADE** by J. Denneen, Seconded by S. Lawson to adjourn the meeting at 7:40 p.m., Motion Passed (8-0-0) (8 voting) Unanimous

Respectfully submitted,

Clare P. Abril  
Clerk