

2/7/13

FINANCE COMMITTEE

MINUTES

January 28, 2013

Regular meeting of the Finance Committee was held on Monday, January 28, 2013 at 7:30 p.m. in Room #112, Town Hall with the following members present: M. Kent, M. Iwanowicz, J. Burke, J. Denneen, J. McDermott, D. DiCenso, J. Lowre, D. Crowley, P. Hinton, L. Pitman, S. Lawson, Also in attendance was Town Administrator M. Boynton, Town Accountant J. Cuneo

7:30 p.m. – Quorum being present, the meeting was called to order by the Chairman L. Pitman

Town Hall Staff

The Committee welcomed new Town Accountant , Jodi Cuneo who replaced Arti Mehta. Town Administrator spoke to her becoming more involved with the budget process.

Michael Donovan, new IT person replaced P. Krusko, and Barbara Coghlan, Council on Aging Director has recently retired. A Search Committee is in process to identify candidates to fill this position.

Reserve Fund Transfers

Library Expenses – \$37,190

Speaking to this request was Library Director, S. Genovese, Trustees E. Hunt Bergen, D. Burke, and D. Wildnauer

Reserve Fund Transfer – S. Genovese, Library Director spoke to this request of \$37,190 for utility costs (\$36,150 for electricity, \$600 for sewer, \$440 for water). He explained that new library is in operation a full year and there is tremendous increase in usage in all areas. Library has a lot more amenities, all meeting rooms busy. More people in building with heavy usage. Air conditioning of the new library is a contributing factor in the increase of electricity. They based the FY13 budget on the old library utility numbers, they were unsure of the cost of running the new library. Bills have been much higher than anticipated. Building is green certified. Building is 33,000 sq.ft vs 16,000 sq ft for the old library, and is three stories high and requires a lot of energy. Library is looking into cost savings, and efficiency of heating system. Conference rooms used every night. Library does not charge a fee for room usage. Library was surprised on usage as architect spoke to it being an energy efficient building.

MOTION MADE by D. Crowley, Seconded by J. Denneen for Favorable Action on the Reserve Fund Transfer for Library Expenses in the amount of \$37,190, Motion Passed (11-0-0) Unanimous

DPW – Salaries and Expenses - \$33,938.99

Mr. O'Brien explained that this requested was due to costs associated with Hurricane Sandy on October 29, 2012 and the large amount of damage done by the rain and the amount of trees down. There was not enough damage done throughout Norfolk County to apply to the Federal Government for reimbursement. Town will not be receiving any Federal reimbursement. Largest expense by the department was in overtime, due to the timing of the storm being over a weekend. He had to take money out of existing budgets for these expenses. Town had to contract out the tree work to Hamilton Tree as they do not have the necessary equipment.

Committee questioned the feasibility to purchase there own bucket truck. Town Administrator spoke to this not being practical as personnel would need certain licenses and would require a larger crew for the operation.

Mr. O'Brien was asked to prepare a presentation on the cost of the town doing various job vs an outside contractor and how the hiring of the additional personnel has helped the department.

Town Administrator spoke to the Town using additional help in certain areas under the Senior Work-Off Program to help out various departments.

MOTION MADE by J. Denneen, Seconded by J. Burke for Favorable Action on the Reserve Fund Transfer in the amount of \$33,939 for DPW Expenses, Motion Passed (11-0-0) Unanimous

Reserve Fund Transfer – Verizon Interest (Assessors) - \$25,000

Town Administrator spoke to this request It was explained that this is interest due Verizon for the abatement of the 2009 Personal Property tax total of \$24,566, overextending the account by \$21,566. This requested amount will cover the over expenditure and any additional cost that may result from abatements. Money cannot be taken from the Overlay Surplus Account. There was a net gain to the Town in the amount of \$300,000.

MOTION MADE by D. Crowley, Seconded by J. Burke for Favorable Action in the amount of \$25,000 for the Verizon Interest Real Estate Returned Interest, Motion Passed (11-0-0) (Unanimous)

Town Administrators Update

Town Administrator spoke to being in the process of reviewing the various department accounts for any anticipated shortages. He anticipates that Unemployment and Fire Department might have some problems.

Budget Message – February 4, 2013

Town Administrator will be presenting his budget message on Monday, February 4, 2013 in the Main Meeting Room to the Board of Selectmen, Finance Committee and residents. He feels his budget message will be very positive. Normal increases in the various budgets. There is only one request for additional hire on the municipal side and it is for a part time health inspector. He anticipates a 4% increase (down from 7%) in health insurance due to the work of the Suburban Health Insurance Committee. Debt Budget is down. He will be looking in FY15 to increase the Debt Budget, anticipates \$3,000,000 will be needed due to various municipal repairs needed, roofs, etc.

FinCom Schedule

Finance Committee will attend the Town Administrator's budget message on February 4, 2013, after which the FY2014 budget books will be available. Committee will begin meetings in preparation for Town Meeting on February 7, 2013.

Council on Aging

Some members expressed interest in touring our Council on Aging . Town Administrator will speak to the acting director and set it up.

Adjourn

MOTION MADE by D. Crowley, Seconded by J. Burke to adjourn at 9:05 p.m., Motion Passed (11-0-0) Unanimous

Respectfully submitted,

Clare P. Abril
Clerk