

Finance Committee Meeting

December 8th 2011

The Meeting was called to order at 7:07PM with Mr. David Herrick, Mr. Burt Imberman, Mr. Ira Yohalem, Mr. Bill Hattendorf, Mr. Edgar Zukauskas, Ms. Pat Mielke and Mrs. Prudence Spaulding. Guests present were Mr. Nat Yohalem, Ms. Tara White and Mr. Michael Skorput. The new members were welcomed.

Minutes for previous meeting were read. Minutes for June 27th 2011 were accepted as read, Mr. Herrick 1st, Mr. Zukauskas 2nd passed unanimously. Minutes for November 10th 2011 were accepted as read, Mr. Zukauskas 1st, Mr. Hattendorf 2nd passed unanimously. Minutes for November 21st 2011 were accepted as read, Mr. Zukauskas 1st, Mr. Hattendorf 2nd passed unanimously.

The committee then set about to establish its organization, since this was the first meeting with all members present. Mr. Zukauskas shared with the committee that he was experiencing some serious health problems which might affect his ability to serve as Chairman in some of the coming months. After some discussion it was decided that the committee would continue to retain his services as Chairman with Mr. Herrick as Vice Chairman. A motion was made for Mr. Zukauskas as Chairman, Mr. Imberman 1st, Mrs. Spaulding 2nd passed unanimously with Mr. Zukauskas recusing himself; Mr. Herrick Vice Chairman Mr. Zukauskas 1st, Mr. Imberman 2nd passed unanimously with Mr. Herrick recusing himself. A motion for Mrs. Spaulding to serve as secretary, Mr. Herrick 1st, Mr. Zukauskas 2nd passed unanimously with Mrs. Spaulding recusing herself.

Mr. Nat Yohalem then came before the committee. He stated that he is in the process of canvassing all the town departments with the purpose of establishing a list of anticipated "capital expenses" for the next five years. He presented the following list:-

Assessors:- new computers not more the \$5,000

Town Clerk:- materials that will allow "file Preservation" probably some computer, scanning machine!

Tax collector:- no needs apparent

Building Inspector:- will need computer software in 2014, approximately \$1,800

Town Hall:- renovate the 2 bathrooms (not up to code as of now), ramp up to the second floor, clean inside and perhaps do some inside painting.

There was some discussion as to whether some of these items should be on a "Capital Needs list", however these are needs that must obviously require some funds.

Mr. Yohalem stated that he plans to meet with the Police department, the Fire Department, the Library and the Highway Department and continue getting their input for the capital needs expected in the next five years. The committee was pleased that he was exploring this subject as they have, in the past,

asked the various departments to provide them with such a list. Hopefully this will prevent two large items being presented to the voters on the same year.

Mr. Yohalem then continued stating that the town was exploring the possibility of sending out quarterly tax bills. The purpose of this was twofold. First it might make it easier for people to pay the smaller amounts, and secondly it has been established that this will provide the town with a continued flow of cash and should help eliminate the borrowing of funds from the bank. The added cash flow should pay for the cost of the mailing (about \$800 per mailing). This is still being discussed.

A general discussion relating to the school budget then ensued. Ms. White stated that the School Committee was not going to give the town any budget until Wednesday January 4th 2012 (5:00-7:00PM). Mr. Zukauskas urged the members of the Finance Committee to attend this meeting.

Mr. Yohalem left and the Committee began to review some of the budgets for FYI 2013.

Council on Aging Expense [70541.01] (\$150) now requesting {\$200}, Mrs. Spaulding spoke for the Council on Aging stating that the expenses have gone up and this budget has remained the same for the past twenty years. Mr. Zukauskas 1st, Mr. Imberman 2nd passed unanimously with Mrs. Spaulding recusing.

Council on Aging Transportation [70541.00] (\$53,497) level funded {\$5,497} Mr. Imberman 1st, Mr. Yohalem 2nd passed unanimously with Mrs. Spaulding recusing.

Animal Expense [60293.77] (\$1,600) level funded {\$1,600} Mr. Imberman 1st, Mr. Zukauskas 2nd passed unanimously with Mrs. Spaulding recusing.

Senior Tax Work-off Abatement Program [new budget item no number] now requesting \$100. Mr. Herrick questioned why this budget was not placed under the Council on Aging. This is a separate activity not related at all to the Council on Aging and not supervised by the Office of Elder Affairs. The Council on Aging members may change while the elders served under this department receive a tax abatement credited to their real estate taxes. Mr. Zukauskas 1st, Mr. Yohalem 2nd passed unanimously with Mrs. Spaulding recusing.

Cultural Council [50640.00] (\$1,000) level funded {\$1,000} Mr. Zukauskas reminded the members that this is seed money that results in donations divided to support many cultural events benefiting the town. Mr. Imberman 1st, Mrs. Spaulding 2nd passed unanimously.

Conservation Committee Expenses [10123.00] ((\$2,000) level funded {\$2,000} Mr. Zukauskas 1st, Mr. Hattendorf 2nd passed unanimously.

911 Coordinator [60295.00] (\$500) level funded {\$500} Mrs. Spaulding 1st, Mr. Imberman 2nd passed unanimously.

Board of Appeals [10176.00] (\$600) level funded {\$600} Mr. Imberman 1st, Mr. Zukauskas 2nd passed unanimously.

Planning Board Clerical [10175.00] (\$1,300) level funded {\$1,300} Mrs. Spaulding 1st, Mr. Zukauskas 2nd unanimously passed.

Planning Board Expenses [10175.01] (\$ 873) now requesting {\$872.50} Mr. Imberman 1st, Mr. Yohalem 2nd passed unanimously.

Planning board Grants [10175.02] (\$0) no request no vote required.

Visiting Nurse Association [70522.00] (\$2,335) now requesting {\$2450.70} Mr. Imberman 1st, Mr. Yohalem 2nd passed unanimously.

Fire Truck Loan [80750.00] (\$32,820) now requesting {\$31,410} Mr. Yohalem 1st, Mr. Zukauskas 2nd passed unanimously.

Highway Garage Loan [80750.0003] (\$50,738) now requesting {\$48,825} Mr. Zukauskas 1st, Mrs. Spaulding 2nd passed unanimously.

Before adjourning the meeting Mr. Zukauskas discussed the possibility of holding a public forum and presenting the completed budget to the town's people prior to town meeting. All agreed that this was a good idea and after some discussion it was decided that this public forum would be held on April 9th at the Town Hall at 7:00PM.

The committee will ask the Library Trustees to come to the next meeting (December 15th) at 7:00PM to discuss their budget, and the Ambulance Squad to come at 7:30PM to discuss their budget.

The meeting adjourned with the next meeting to be held Thursday December 15th.

Respectfully submitted,

Prudence Spaulding, Secretary.