

# Finance Committee Minutes

## February 19<sup>th</sup> 2015

The meeting was called to order at 7:05PM. Present were Mr. David Herrick Mr. John Pshenishny, Mr. Mark Carson, Mr. Burt Imberman, Mrs. Prudence Spaulding, Mr. Joseph Kellogg, Mr. Nathaniel Yohalem, and Ms. Tara White.

Minutes for February 5<sup>th</sup> were accepted as read, Mr. Imberman 1<sup>st</sup>, Mr. Pshenishny 2<sup>nd</sup> unanimously accepted.

Review of the following budgets took place:-

**Moderator** [10114.00] (\$145) level funded {\$145} Mrs. Spaulding 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Website** [10116.00] (\$2,425) level funded {\$2,425} Mrs. Spaulding 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Selectmen Salaries** [10122.00] (\$8,550) level funded {\$8,550} Mr. Carson 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Selectmen's Expenses** [10122.01] (\$4,000) level funded {\$4,000} Mrs. Spaulding 1<sup>st</sup>, Mr. Carson 2<sup>nd</sup> passed unanimously.

**Contingency Fund** [10122.02] (\$3,000) level funded {\$3,000} Mrs. Spaulding 1<sup>st</sup>, Mr. Carson 2<sup>nd</sup> passed unanimously.

**Town Counsel** [10124.00] (\$10,000) level funded {\$10,000} Mr. Carson 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Administrative Assistant** [10129.00] (\$37,547) now requesting {\$38,000} Mr. Carson 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Administrative Secretary** [10131.00] (\$25,500) now requesting {\$28,000} Mr. Carson 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

The structure and the salaries of the two above positions was discussed. Mr. Kellogg reported that at the time when the position of Administrative Secretary was created, it had been thought that the person who filled this position would be able to become the Administrative Assistant upon the retirement of Mr. Skorput. However as things evolved the position of Administrative

Secretary became more demanding and the current thinking of the selectmen was to hire a well-trained part time Administrative Assistant. It had been hoped that this person could be shared with Monterey; however Monterey is not ready to move in this direction. Thus the Administrative Assistant would be a part time position with the Administrative Secretary complementing his/her activities.

**Audit** [10134.44] (\$8,000) now requesting {\$15,000}, the increase reflects the town's desire to have an audit done every year which would prove helpful in maintaining the town's financial balance Mr. Pshenishny 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Accounting Officer's Salary** [10135.02] (\$17,025) Now requesting {\$17,366} this reflects the standard 2% pay increase Mr. Carson 1<sup>st</sup>, Mrs. Spaulding 2<sup>nd</sup> passed unanimously.

**Assessor's Salaries** [110141.00] (\$6,000) level funded {\$6,000}, these salaries are paid only upon the attendance of the meetings Mr. Carson 1<sup>st</sup>, Mr. Herrick 2<sup>nd</sup> passed unanimously.

**Assessor's Clerk** [10141.02] (\$17,348) now requesting {\$17,695} reflecting the 2% increase. Mr. Carson 1<sup>st</sup>, Mrs. Spaulding 2<sup>nd</sup> passed with Mr. Pshenishny recusing.

**Tax Collector's Salary** [10147.02] (\$25,686) now requesting {\$26,200} reflecting the 2% increase, Mr. Carson 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Town Clerk's Salary** [10161.00] (\$29,580) now requesting {\$30,172} again reflecting the 2% increase Mr. Carson 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Clerical** [10192.02] (\$8,137) now requesting {\$8,300} This position provides clerical assistance when both the Administrative Assistant and Administrative Secretary are unavailable to take the calls or to handle the walk in requests for the other different workers in the town hall. Mr. Carson 1<sup>st</sup>, Mr. Herrick 2<sup>nd</sup> passed with Mr. Pshenishny recusing.

**Street Lights** [20424.00] (\$4,500) now requesting {\$5,000} this reflects the anticipated increase in the electrical bill. Mrs. Spaulding 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Library Salaries** [50610.02] (\$52,468) now requesting {\$53,518} reflecting 2% increase Mr. Imberman 1<sup>st</sup>, Mr. Carson 2<sup>nd</sup> passed unanimously.

**Building Inspector's Salary** [60241.04] (419,204) now requesting {\$19,589} reflecting the 2% increase, Mr. Carson 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Berkshire Region Group Purchasing** [70524.00] (\$600) level funded {\$600} Mr. Carson 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Group Insurance** [90914,70] (\$137,000) now requesting {\$150,000} this reflects the increase in medical insurance as well as adding one extra person in case there is one hired later in the year. Mr. Carson 1<sup>st</sup>, Mr. Pshenishny 2<sup>nd</sup> passed unanimously.

**Medicare** [90917.00] (\$11,425) now requesting {\$11,700} reflecting the 2% increase in the salaries. Mr. Carson 1<sup>st</sup>, Mr. Pshenishny 2<sup>nd</sup> passed unanimously.

**Reserve Fund** [95781.00] (\$50,000) level funded {\$50,000} Mr. Carson 1<sup>st</sup>, Mr. Pshenishny 2<sup>nd</sup> passed unanimously.

**Assessor's Website** [no number available] this request was made earlier in the budgetary process and the committee had put it on hold. It was decided that it would be left on hold and reviewed next year, Mrs. Spaulding 1<sup>st</sup>, Mr. Herrick 2<sup>nd</sup> passed unanimously.

Mr. Herrick then circulated the FY16 Southern Berkshire Regional Budget for the Committee members to review. A public meeting will be held at the school on Thursday March 5<sup>th</sup> at 5:00PM. As many members of the committee as possible should plan to attend. The meeting was adjourned at 8:08PM with the next meeting to be held on Wednesday March 4<sup>th</sup> at 7:00PM!

Respectfully submitted,

Prudence Spaulding, Secretary.