

FINANCE COMMITTEE
Town of Becket
557 Main Street
Becket, MA 01223

Meeting Minutes for Thursday, February 7, 2013

Call to Order: 7:06 PM

Present: Steve LaBelle (SL); Ann Spadafora (AS); Dan Parnell (DP); Maria Wallington (MW); Jeremy Dunn (JD); Joe Kellogg (Interim TA) (JK); Jeanne Pryor (JP) (Select Board (SB))

Absent: None

Public Present: John Amato

AGENDA

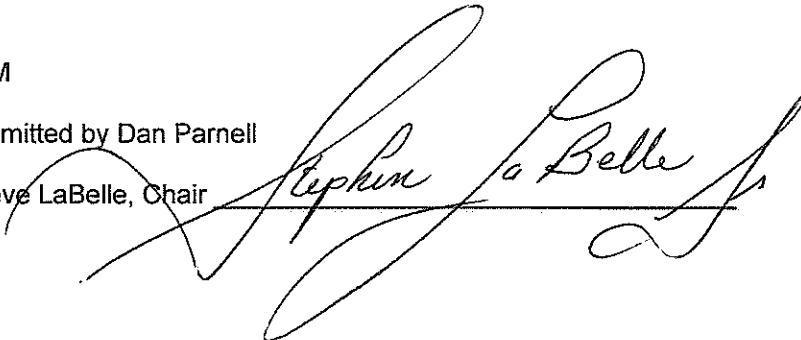
1. Review and approve minutes for January 24, 2013 meeting
Motion: AS Second: JD Approved as amended
2. Correspondence and transfers: None
3. Revisit the topic of a bi-weekly payroll system again
Going to bi-weekly pay will save approximately \$3K in outsourced processing fees. No negative feedback on switch. JK plan would be to switch at contract end or July 1. JD asked for an April 1st start date.
4. Town Administrator's updates (meeting with Dept Heads)
Tentative SB approval of a 2% salary increase to be included in Dept Budgets. An RFP for an audit of the books and records has been prepared. An STM is needed to approve Legal Expenses associated with the BRD lawsuit to cover expense through ATM. Remainder can be handled at the ATM. There most likely will be shortfalls in the BOH, Planning Board and Advertising budgets this year.

JK distributed a Budget worksheet format. Front page is a one page Budget Summary that has all Appropriations and expected Revenues to show balance appropriations and any excess/deficiencies to Prop 2 ½. There should be 3 lines to equal Total Appropriations: Dept & Town Operating Budget; Special Articles; and Debt. DP offered to link the summary worksheet to the detail budget worksheet. JK will advise if help needed. JK will populate the Budget Worksheet for the next meeting.
5. Dept budget requests: No new at this time
6. Other Business: None

Adjourn: 8:35 PM

Respectfully submitted by Dan Parnell

Approved by Steve LaBelle, Chair

A large, stylized handwritten signature in black ink, which appears to read "Steve LaBelle". The signature is written over a horizontal line that spans the width of the signature area.