

***Bridgewater Board of Finance***  
***Town of Bridgewater***  
*Town Hall • P.O. Box 216 • Bridgewater, CT 06752*  
***Nancy Hawley, Chairman***

**SPECIAL MEETING – February 8, 2012**

**Board Members present:** Walter Barlow, Lori Franklin, Nancy Hawley, Dennis MacDonald, Michael Reed, Donald Shail

**Guests present:** Selectman Edward Bennett, Ned Bandler, Tom Seger

Call to order at 7:00PM by Chairman Hawley.

**Agenda Item #1: Review of revised Burnham Fund Policy**

Burnham Study committee members, Dennis MacDonald and Lori Franklin, presented changes and additions to the document.

Following discussion, a Motion was offered by Walter Barlow, with a second by Lori Franklin to accept the document with copies of the Application and the Confidentiality statement.

Approved: Barlow, Franklin, Hawley, MacDonald and Reed. Opposed: Shail

Motion carried.

Franklin and MacDonald agreed to serve as Board of Finance representatives on the Burnham Fund Committee.

**Agenda item #2: Review of evaluation of staffing and compensation of the Treasurer's Dept.**

Study Committee members, Michael Reed and Walter Barlow, presented a report on the responsibilities, duties and salaries regarding the Treasurer's department. Having never been provided with a proposal to adjust staffing and compensation for the Treasurer's department, committee members reviewed data collected from neighboring municipalities and conducted interviews. The Study Committee suggested the Board of Selectmen's proposal be instituted at the present time. Chairman Hawley suggested the Board of Finance continue to study the situation, throughout the upcoming budget process for the next fiscal year.

Motion offered by Michael Reed, with a second by Lori Franklin, to create a new line item in the Selectmen's budget for a Financial Administrator.

Unanimously approved.

Motion offered by Walter Barlow, with a second by Michael Reed, to recommend the following salary structure for the elected position of Treasurer and the appointed position of Financial Administrator:

\*Treasurer's salary: 8 hours/week@ \$28.37/hour = \$11,801.92/year

\*Financial Administrator's salary: 15 hours/week@ \$35.00/hour = \$27,300/year

and the new pay rates for each position, be forwarded to the Town for its consideration and action.

Unanimously approved.

Motion to adjourn at 7:38PM, was offered by Lori Franklin, with a second by Donald Shail.  
Unanimously approved.

Respectfully submitted,

Patricia D. Barlow  
Clerk for the Board