

**Finance Committee Meeting  
February 7, 2012**

**Present:** Al Olmstead (AO), Tom Clark (TC), Carol Moro (CM), John Paciorek(JP),  
Town Administrator: Bernie Kubiak (BK)

Mr. Olmstead announced that he had culled out budgets that he thought would generate the least controversy for the Committee to review and vote on first. Each would be voted separately.

Moderator - Motion by JP, second by TC, approved

Selectmen's Salaries - Motion by JP, second by TC, approved

Selectmen's Staff Salaries – Question about how the amounts were derived. Mr. Kubiak said the numbers were step with cola built in and are automatic. He also pointed out the Personnel bylaw needs to be changed before evaluations will be used. Mr. Olmstead said he would serve as Finance committee on the Personnel Committee. John Paciorek offered to be a general public representative to the committee.

Motion by JP, second by CM – approved

Skip over Town Administrator – BK said number was from his contract with the Town

Finance Committee Exp. - \$300.00 – Motion by JP, second by TC to approve

Town Accountant Salary – at the top step – put a hold on until decision made about increment for persons at the top step has been made

Town Accountant Expenses – An amount has been included to reinstate a 6 – 8 hr weekly position to do data entry

Motion by JP, Second by TC - approved

Assessor's salaries – Motion by JP, seconded by TC, approved

Assessor's Clerk Salary – Motion by JP, seconded by TC, approved

Assessor's Exp – going up by \$565 – Stamps went up a lot

Motion by AO, second by TC, approved

Oliver Smith Trustee – Motion by JP, second by TC, approved

Personnel Bd Expense – Motion by JP, second by TC, approved

Veteran's District Assessment – BK explained that these are dues assessed to the Town. JP explained the agent retired and is now working part-time along with a new agent who is also part-time .Motion by JP, second by TC, approved

Con Com –Motion by JP, second by CM, approved

Open Space – Motion by JP, second by TC, approved

ZBA –Motion by JP, second TC, approved

AgCom - Motion by JP, second by TC, approved

Town Office Maint - Repair request – BK will provide a copy of expenses to date for the next meeting. He gave as an example fire alarms going off for no apparent reason other than they're getting old.

Electricity cost –BK said because the project is not finished, the commissioning process is not complete. When complete, the rate will remain the same, but the usage will be reduced. JP wants to be sure it's tracked. In future years TC would like to see a report on energy savings. BK said Siemens will be providing this. He reported a rebate check for \$32,000 has been received from WMECO; expecting a rebate check from Baystate Gas. Motion by JP, second by TC, approved

Town Office Expenses – didn't change – Motion by TC, second by JP, approved

Transfer Station Expenses – hold on

Wastewater – hold on

Board of Health - BK requested a hold on

Council on Aging – BK explained that COA is not the Senior Center. Every town has a COA to advocate for the seniors in the community. Motion by JP, second by TC, approved

ADA Coordinator – Position is currently held by the Highway Superintendent, who is responsible for insuring that accessible regulations are followed, including such things as providing an interpreter for town meeting. Motion by CM, second by JP, approved

Memorial Day – BK reported that with the memorial fund for Charlie Sadoski there will be funds to offset shortfalls in this account. Motion, by JP, seconded by TC, approved

Legal expenses – Comment was made about getting a labor contract signed in a timely fashion. Anticipated expenses involve further contract negotiations for police and ATB cases for assessors. Motion by JP, second by TC, approved

Planning Board – The question is whether to approve the \$5,000 for updating a chapter of the master plan. BK said the key item in this budget is the service provided by Pat Smith (FRCOG) to shape up the processes. Motion by TC, second by AO, approved

Tilton Library - Motion by TC, second by JP, approved

Swim Program – Motion by TC, second by AO, approved

Tri-town beach – JP said the beach was created by state for 3 towns, but Sunderland didn't join. The cost shared by Deerfield and Whately, with Deerfield having the larger share. (77%) He said the beach is allowed to keep unexpended money in a fund which the Deerfield Town Clerk manages.

Motion by TC, second by JP, approved

Rec expenses – BK said Rec Dept has a revolving fund with \$37,000 in it. The fund is supposed to be capped at \$10,000. He suggested the fund could be used to fund its budget. JP thought that was an excellent idea. Motion by JP, seconded by TC, to 0 out that budget. Motion was approved.

Rec director salary – Motion by JP, second by TC, approved

Historical Commission – Hold for more information on expenditures. The \$500 legal expense item will be taken out, as it's covered in BOS budget

Newton – Motion by JP, second by TC, approved - BK will confirm that person receiving this is still alive.

Reserve Fund – Motion by JP, second by TC, approved

BK said some information is still needed from Assessors relating to the Tri-Annual Certification, and the Overlay,

Next meeting will be February 21<sup>st</sup>. The committee would like to discuss Ambulance and Police budgets at that time. On the 28<sup>th</sup> Mary Stokarski and Janet Swem will be invited to discuss budgets which they manage.

AO said he would like to have a meeting with Stan Rosenberg, Kulig and all Finance Committee people and selectmen to discuss the cost of special education programs and reimbursement for some of the expenses associated with it. He noted that 30% of the budget is for Special

Education, forcing cuts to non-special education. Along those lines, JP would like to see a reduction in the Massachusetts standards to meet the Federal standards.

The observation was also made that there is no requirements that parents of special education students with medical needs pay the medical insurance.

At this point the meeting adjourned.

Respectfully submitted,  
Priscilla Phelps

Items to revisit:

- Town Administrator Salary
- Town Accountant Salary
- Transfer Station Expenses
- Wastewater
- Board of Health
- Historical Commission