

**Finance Committee Meeting
March 6, 2012**

Present: Finance Committee members: Tom Clark, Carolyn Shores-Ness, John Paciorek, Carol Moro, Al Olmstead,
Town Administrator: Bernie Kubiak,
Department Heads: Shawn Patterson, Don Chappell, Henry Kocot

The meeting was called to order at 7:00pm.

Mr. Kubiak said he has asked Assessors if some funds held in the overlay surplus account can be released. He said the committee had wished to look at the Highway, WWTP, and Tree Warden budgets. He suggested combining Tree Warden with the Highway Dept.

Tree Warden: Present: Mr. Henry Kocot

Mr. Kocot presented his budget which reflects an increase of \$170.00. The Tree Warden expenses include: planting, trimming and cutting trees. He said he uses Miltie (?) to do the work. He's been using Miltie for years. He has someone who will take the wood, so the Town doesn't have to pay for its removal. There was discussion of the need for hearings before removal [as per the Shade Tree Act], except in emergencies. Mr. Patterson suggested that Mr. Kocot be kept as Tree Warden and the Highway Dept. be called upon to do most of the tree work. Mr. Kubiak explained the bidding process. **A motion was made by Tom Clark, seconded by John Paciorek, and voted, that the Tree Warden stipend be \$1,000.**

Waste Water Treatment: Mr. Chappell

Mr. Chappell reported that this week a heat pump was installed at the S. Deerfield plant; it uses the warm water that is leaving the plant to heat the facility. He anticipates this will save \$2,500 in propane per year. All three furnaces were upgraded this year. The WWTP operates as an enterprise fund. Mr. Chappell reported on the dramatic improvement in flow at the Old Deerfield plant when the sewer line was replaced. Infiltration was reduced by 50%. The operating cost should be reduced. Mr. Paciorek questioned the way payroll is presented. It will be discussed again at the next meeting. **A motion was made by Tom Clark, seconded by Mr. Paciorek, and voted to approve the payroll and operation budgets.**

Highway Budget: Mr. Patterson

There was a discussion about how the budget was prepared. Initially prepared by Hap it was reviewed by Mr. Patterson, the new Superintendent. The cost estimate for diesel was flat lined with the understanding that, depending on prices, there might need to be a transfer of funds.

Motions were made by Mr. Clark, seconded by Mr. Paciorek, and voted, to accept the street light and general highway budgets. Mr. Patterson said he wished to create two divisions within the department: Maintenance and General Highway. His department is in charge of maintaining town buildings. He has noted a number of road projects that need to be done fairly soon. He plans to accomplish most of the projects with department personnel rather than contracting the work out. However, he said he would need to contract an excavator. He feels 75% of what needs to be done his men can handle. At the transfer station he is looking for better

management of the operation. He wants to tighten things up so that the transfer station is self sufficient. There was discussion about many issues that need to be resolved. Mr. Patterson said he would like to add another person to the department to oversee the transfer station operation in addition to other responsibilities. Some repairs need to be made at the garage to keep it safe for use until the new building is built. **A motion was made by Mr. Paciorek, seconded by Mr. Clark, and voted, to approve the salary and expense budgets of \$259,000.**

The next meeting will be March 20th.

The meeting adjourned at 9:00 pm.

Respectfully submitted,
Priscilla Phelps