

Finance Committee Meeting
April 24, 2012

Present: FC members: Al Olmstead, Jr., Carol Moro, Tom Clark, John Paciorek
Town Administrator: Bernie Kubiak

The meeting began when Mr. Kubiak presented revised information, including new numbers for local state aid, a decrease in capital expense, and four budgets changed by the BOS and the Personnel Board. The Board of Selectmen added money for CodeRed, an emergency notification service. A motion had been made (by some other board), seconded, and voted (3-0-1) to accept the changes. Mr. Clark commented that it was late to add items to budget.

Under Municipal Office Contracted Services – Weights and Measures – Mr. Kubiak explained that now that the Town has a population of 5,000, it has to pay for inspections of weights and measures. The State will continue to make the inspections for a fee of \$4,500, which should be covered by fees charged by the Town. This should be a pass-through expense. A question about handling this as a revolving fund was briefly discussed. A motion was made, seconded, discussed, then voted, to approve this item.

Town Accountant Salary – The Personnel Board was asked to make a recommendation on the salary for the Accountant who is at the top of her pay schedule. It chose to increase her hourly rate to \$31.25/ hr which turns out to be an increase of \$1,700. After discussion about the situation, a motion was made, seconded, and voted (3-0) three in favor and one abstention, the raise was supported.

Town Administrator Salary – Mr. Kubiak said his salary was contingent upon the Board of Selectmen decision that he was doing a good job. His contract provided that his salary would be the same as whatever the revised salary schedule would be. Since the schedule hasn't been revised, the Board agreed to an increase of \$1,500. A motion was made, seconded, and voted (3-1) to approve the proposed increase.

Prior to the Town Meeting, the Finance Committee will add a cover letter to go with the budget which it recommends to the Town.

If the budget is voted as presented, the remaining balances in free cash and stabilization will be:
Free Cash; \$ 600,000 (approx.) Stabilization: \$1,500,000 The overall budget shows an increase of 2.03%.

The balance of the meeting was devoted to clarifying questions about various articles and sharing information about thoughts relating to the Town's financial status. The Committee will not meet again prior to Town Meeting unless something comes up that requires its attention.

Respectfully submitted,
Priscilla Phelps

