



OFFICE OF THE
Advisory Board
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January 3, 2011 Meeting Minutes

Attending: Dan St Jean, Ron Mikol, Harold Simmons, Dana Metzler, Christine Muir, Joe Dean
Also attending: Kim Fales

Meeting opened at 7:00 p.m.

Approve Minutes

The Board reviewed the minutes from December 6, 2010 and approved unanimously.

Review Existing FY 2011 Budget

Several accounts have overspent their allocations in the FY 2011 budget.

Selectmen dues was allocated \$150 but spent \$685 – Kim said this is not a big concern as the overall budget is still within its original allocation.

Town Hall Caretaker Outside Water Utility was allocated \$500 but spent \$1524. It was argued that the budget shouldn't separate indoor and outdoor water use as the meter can't distinguish. Kim noted that the Non Energy Utilities line item is supposed to be the indoor water use. She thinks the reason for this overspending may be that bills were received late, and could include up to six months of last years water usage fees. There was general agreement that the easiest way to determine the true water usage each month is to manually read the water meter at each of our meetings; Dana noted that the meter tonight reads 252188 units.

Police Vehicular Supplies was allocated \$2800 and actual spending was \$10886. This is likely due to the learning curve with the new accounting system.

Town Hall Server line item has \$2651 left over from the purchase of the new server two years ago. Kim said the Selectmen can declare the project complete to free up this money.

Old Business

Dan had nothing new to report on the Route 113 rebuilding project. Selectman Alterisio stopped in later and said the project design is complete. Some additional costs might arise from circumstances that the town engineer could not have anticipated. A public hearing will be scheduled for sometime in the next two months or so. The goal is to submit the final plans and application in June and receive the state money in September.

Dan asked if we should be thinking about budgeting some money for the repairs needed on the Woodward Dam. A study was completed and recommends making the repairs as soon as possible. The cost is approximately \$46,000. Dana forwarded a copy of the study to the Highway

Dept for their review. It is ultimately up to the Selectmen to determine when to move forward with the project but it is wise for the Advisory Board to keep it in mind.

Kim has received the bill for the library's exterior painting. It was for \$2800 and is paid out of the Kendall Trust Fund.

There is no new information on the situation with unemployment requests. Bonnie gave us a copy of the letter she sent to the state. She has not received any new bills. The board generally agreed that we should create a trust fund to pay for future unemployment benefits. Joe asked Kim for an account number so it can be incorporated into the budget spreadsheet.

The Union Building new window installation is complete but the exterior painting of the window casings is not scheduled until spring.

Pending Transfer Requests

None

Minuteman Tech bill

Kim has the bill for the Junior student, but does not have the funds appropriated to pay it. The board believes it can be covered with an article at the next Special Town Meeting (which may not be until the Annual Town Meeting), requesting twice the amount of the current bill so we can pay for both semesters of this year. The amount would be \$16,800 and would be transferred from Free Cash.

FY 2012 budget

Kim sees no changes in revenue right now.

GDRSD Budget & Finance Meeting

Dan and Ron attended this meeting two weeks ago with Superintendent Masticola. The Superintendent says he is hoping to keep the town assessments flat for FY 2012, even with reduced state aid.

FY 2012 Budget Requests

Christine will update the cover letter sent with last year's requests for budgets; Dan will update the Planning Calendar; Joe will send out the requests by the end of the week. He will include the complete expenditure sheet from FY 2010 so that everyone has some starting numbers based on actual expenditures.

Meeting adjourned just before 9:00 p.m.