



OFFICE OF THE
Advisory Board
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July 13, 2015

Present: Harold Simmons, Ron Mikol, Christine Muir, Pamela Crocker, Amie Stevens

Absent: Dana Metzler

Also attending: new Town Administrator Tracey Hutton, Selectman Walter Alterisio, Town Accountant Lorraine Leonard, Jakob Hamm

The meeting opened at 7:00 p.m.

Meeting Minutes

The board members present unanimously approved the meeting minutes of June 29.

Transfers

Lorraine and Tracey presented four transfers, as well as options for addressing the Snow and Ice deficit. The board unanimously approved the following four transfers from the Reserve fund:

- \$332 to Town Counsel
- \$1305.68 to Street Lights
- \$250 to Essex Agricultural School Transportation
- \$1475.79 to Town Engineer

We then discussed the options for paying the Snow and Ice deficit, which currently stands at \$96,518.71. The town has submitted an application to FEMA for reimbursement of \$57,000; if FEMA accepts all the requests, the town could expect to receive \$43,000 to put towards the current deficit. Lorraine has conservatively planned for a reimbursement of \$38,000, leaving a balance of \$58,000 to be covered by the town.

The state allows towns to move 3% or \$5,000 (whichever is greater) from available balances in the current budget line items to Snow & Ice within the same fiscal year. Lorraine presented a document that shows how we can move \$59,500 from current balances to the Snow & Ice line item. (The document shows a total of \$64,500 but \$5,000 that Lorraine thought she could pull from the Library is actually not available due to outstanding invoices.) The amount Lorraine proposed to move to Snow & Ice is less than the anticipated available balances, so there is still room for any last minute, unexpected expenditures.

Ron was concerned about transferring this money now, when we have budgeted for somewhere around \$200,000 of free cash to balance the FY16 budget. He proposed waiting until a Fall Town Meeting to transfer the funds towards the Snow & Ice deficit, so that we could ensure having enough income to carry the approved, balanced FY16 budget. The board unanimously agreed to do so, and to allow the Reserve account to fall into free cash as well. We have three years to pay off the Snow and Ice deficit.

New Business

No new business was brought forth tonight.

Old Business

Walter Alterisio had no updates on the GDRSD committee to review the regional school contract, but the Advisory Board will need to select a representative for that committee. We hope to do so after learning more about the meeting and scheduling requirements.

We adjourned at 8:00 p.m.

David K. Smith
Paul J. Metzger
James J. Cooper
Amie Hawley
Christine M.