

Date: July 1, 2010

Date Minutes Approved: July 12, 2010

BOARD OF SELECTMEN MINUTES

Present: Shawn Dahlen, Chair; Elizabeth Sullivan, Vice-Chair; and Christopher Donato, Clerk.

Absent: No members were absent.

Staff: Richard MacDonald, Town Manager; John Madden, Finance Director; and Barbara Ripley, Executive Assistant.

The meeting was called to order at 8:00 AM.

OPEN FORUM

No items were discussed.

DEPARTMENTAL TRANSFERS

Additional staff present were:

Kevin Nord, Fire Chief

Elaine Winquist, Library Director

Peter Buttkus, DPW Director

Matthew Clancy, Police Chief

Mr. Madden explained that M.G.L. Chapter 44, Section 33B allows the Selectmen, with the concurrence of the Finance Committee, "to apply to the previous fiscal year, funds appropriated for the use of any department other than a municipal light department or a school department, to the appropriation for any other department or within a department, but the amount transferred from one department to another or within a department may not exceed, in the aggregate, 3 percent of the annual budget of the department from or within which the transfer is made or \$5,000.00, whichever is greater."

All of the transfers proposed today were approved by the Finance Committee on June 29, 2010.

Fire Department Salaries:

It is proposed to transfer \$17,000.00 from Health Insurance Expenses, and \$5,000.00 from Fire Department expenses to supplement Fire Department Salaries. Chief Nord explained that the deficit in salaries arose from several factors including: numerous simultaneous ambulance calls; two line-of-duty injuries; obligation to raise pay for staff with bachelor's degrees.

Library Department Salaries:

It is proposed to transfer \$1,700.00 from Library Expenses to Library Salaries. Ms. Winquist was present to explain that the library had a shortfall in payroll as a result of retroactive pay negotiated by the library employees' union.

Animal Control Department Salaries:

It is proposed to transfer \$3,245.76 from Lands & Natural Resources Salaries to Animal Control Salaries. Mr. Buttkus explained that the Animal Control Officer was unable to take

his accumulated vacation due to short-staffing in the department. The deficit has been corrected. However, it would be impossible for the Animal Control Officer to take all of the accumulated vacation in the coming year, without creating another staffing hardship. The Department proposed to pay the Animal Control Officer for the unused vacation time.

Planning Department Salaries:

It is proposed to transfer \$5,000.00 from Percy Walker Pool Department Salaries, and \$5,591.00 from Lands & Natural Resources Salaries. Mr. Madden explained that when the FY 2010 budget was developed, the Planning Director salary was lower.

Harbormaster Expenses:

It is proposed to transfer \$1,500.00 from Town Meeting Expenses to Harbormaster expenses. Mr. Madden explained that this amount is needed to cover janitorial services for maintaining toilets at Duxbury Beach.

Water Long-term Debt-Principal:

It is proposed to transfer \$22,929.00 from Water Long-Term Debt-Interest to Water Long-Term Debt-Principal. Mr. Madden explained that this was due to a budgeting error.

Veteran's Services Expenses:

It is proposed to transfer \$4,500.00 from Veterans' Services Salaries to Veterans' Services Expenses. Mr. Madden explained that additional expenses were incurred in the provision of necessary services to veterans.

Legal Services:

It is proposed to transfer \$10,281.20 from Police Department Salaries, and \$42,000 from Health Insurance Expenses to the Legal Expenses budget. Mr. Madden explained that there were unexpected legal matters that required extra services from Town Counsel.

Police Expenses:

It is proposed to transfer the following amounts from Police Department Salaries to Police Department Expenses:

- \$20,649.00 to cover the costs of the Police Chief search, and interim police chief services.
- \$7,500.00 to purchase a new copier/printer/scanner/fax for use in the main office.
- \$6,900.00 for Electronic Control Devices.
- \$5,500.00 for mobile radios.
- \$5,500.00 for patrol rifles.

Chief Clancy explained that the salary money has become available due to changes in overtime policies and procedures.

VOTE:

Ms. Sullivan moved that the Board approve the departmental transfers as presented, and as previously approved by the Finance Committee. Second by Mr. Donato. Vote: 3:0:0.

Mr. Donato left the meeting after completing routine signatures.

ADJOURNMENT

Ms. Sullivan moved for adjournment at 8:45 AM. Second by Mr. Dahlen. Vote: 2:0:0.