

**Minutes of the Finance & Advisory Board
Town of Georgetown
February 13, 2007**

Location – Third Floor Meeting Room – Town Hall

Members in Attendance – Jon Ayres- Vice Chairman, Tim Ruh - Secretary, Reggie Tardif - Chairman, Sandy Gerraughty, Jack L’Hommedieu, Mike Sweat, and future member Mark Hall arrived at 7:55PM

Member Absent – Robin O’Malley

Guests – Steve Delaney- Town Administrator, Janice McGrane – Town Clerk, Terry Hart – Veterans Services, Elizabet Pettis - COA Director, Chuck Davis – Cable Access Committee

Minutes taken by Tim Ruh

Meeting called to Order at 7:12 PM

Items Discussed:

1. Meeting was held to discuss the proposed FY08 Budget for the following departments – Town Clerk, Veteran Services, Council on Aging and the Cable Access Committee. Questions and discussions items included:
 - A. Janice McGrane presented the proposed budget for the Town Clerk’s office. Board discussed Janice’s request to change her hours from 20 to 30 hours per week and the assistant town clerk from 20 to 25 hours per week. Proposed changes for the election tellers are to increase their pay from \$8 per hour to \$10 per hour.
 - B. Terry Hart presented the budget for Veteran Services. Currently the town is providing benefits to 5 veterans and one veteran’s widow in town. Last month, (January) the benefits were \$3K, so he is requesting \$36K for the year. State reimburses 75% of the amount paid in the following fiscal year. Town should receive \$24K back next year for FY07 expenditures. Administrative fee is budgeted to increase 10% and is apportioned based on population which is recalculated every three years. Administrative expenses include 2 FTE’s, rent, utilities and phone charges with an average increase in wages of 4-5% per year.
 - C. Elizabet Pettis presented the COA proposed budget. She will be leaving her position in a few weeks. Elizabet discussed the difficulty in providing good services without a dedicated senior center. The COA uses 4 satellite location; Town Hall, Trestle Way, St. Mary’s and the First Congregational Church. She presented a budget with expenses increasing \$3K or 4%. Elizabet stated that there are 1,327 seniors in town (age 60 and above.) The 501C3 group to help with funding has been inactive for years. Active participation is approximately 145 seniors that call in for services. Employees include the director, outreach worker, public relations/newsletter writer, van driver, and a vacant program manager’s position. Long term she stressed the need for a dedicated facility for seniors. She envisioned a facility with 8,000 sq feet with multiple rooms, a kitchen and can be a resource to the town for emergencies/civil defense.

- D. Chuck Davis presented the Cable Access Committee budget. This budget is not part of the finance board's review but was presented as an information exchange meeting. Chuck stated that no town revenue is used for running the cable TV operations. Operations are funded by monies from the cable providers and from a tax charged to recipients.
2. Steve Delaney discussed the timetable for a rough draft warrant article and draft calendar.
 3. School Facilities Committee Liaison – Sandy Gerraughty made a motion to nominate Tim Ruh as the Liaison from the Finance and Advisory Board to the School Facilities Committee. Jon Ayres seconded the motion. Motion carried 5-0 with Tim abstaining.
 4. Vice Chairman Position on the Finance and Advisory Board – Sandy Gerraughty made a motion to nominate Jon Ayres as Vice Chairman. Seconded by Tim. Motioned 5-0 with Jon abstaining.
 5. New Business – Jon stated that he is working with the schools on utility issues.
 6. Reg stated that he will contact Joanne Testaverde as Whittier liaison.
 7. Website – we now have the Suffolk study in excel format and can be uploaded to our web-site.
 8. Motion to adjourn was made by Tim Ruh at 8:40 PM and seconded by Jon Ayres. Motion carried unanimously 6-0.