

FINANCE COMMITTEE
MINUTES
March 15, 2012

Meeting called to order at 6:30 P.M.

Scott Wilson was absent.

Motion made, seconded and approved unanimously to approve a Reserve Fund transfer to account 01-220-5241-000 in the amount of \$10,214.

Motion made, seconded and approved unanimously to approve a Reserve Fund transfer to account 01-161-5120-000 in the amount of \$350.

Discussed the first-run budget which shows a deficit of approximately \$400,000. With so large a deficit, major reductions will have to come from the large departments and reviewing each individual department's budget is meaningless at this stage. Discussion centered on the police, fire, highway departments and on the capital requests as well as the use of stabilization fund monies. It was decided to have a meeting with Chris Martin for clarification.

Motion made, seconded and approved unanimously to approve the minutes of the Oct. 11, 2011 and Oct.24, 2011 meetings.

Motion made, seconded and approved unanimously to recess at 9:40 PM until March 22nd at 6:30 PM.

Meeting was reconvened at 6:30 PM on March 22nd.

Dana Ritter was absent.

We met with Chris Martin who explained many items including the capital requests, personnel increases, municipal contribution to net school spending and the free cash certification.

At 8:00 PM, School Superintendent Rodriguez, accompanied by School committee member Cooke, explained the actions she plans to implement to reduce the budget. A level service budget would have created a \$734,00 deficit but she was planning to cut \$644,000, primarily in personnel, and believed she was within \$89,000. However, she is now aware that the municipal contribution is \$140,000 greater than the figure she was using, so she is asking if we could assist her to the extent of roughly \$230,000. We mentioned the Circuit Breaker issue that needs to be resolved but did not mention the deficit balance in the FY2011 school lunch account (which is continuing to grow in FY 2012). Both of those items were brought to our attention by Chris Martin since they effected the free cash certification and will have a negative effect on school finances if

not resolved properly. We did say that she had done a good job given the reality of the situation.

Enumerated a series of questions and budget scenarios for submission to Chris Martin and decided that we would ask the Highway Superintendent and the Police Chief to our next meeting on March 28th. John will submit the list. (A copy is attached.)

Motion made, seconded and approved unanimously to adjourn at 11:15 PM.

Respectfully submitted,

Robert Glesmann, Clerk

Hi Chris,

It's a good thing you didn't stay last night: we adjourned at 11:15. On the other hand, we had a very good meeting with Isabelina and Dawn Cooke; and a good discussion with the 7 or 8 people who came to the meeting. (They were not the reason for the late hour.)

We have a number of requests for a "test budget" for discussion, and a number of questions about the budget. They are included on the attached page. Some requests may seem severe, and some have virtually no chance of being in the final budget, but they should all lead to some pertinent discussions.

Except for this afternoon, I am available this weekend if you have any questions. Also, I'll try to stop in on Monday.

Thanks.

John

Test Budget for FINCOM Discussion

1. Compensation: 2% plus step.
2. Other: flat (i.e., #1 and #2 together should be your “lower budget” option)
3. Eliminate new employee(s) and increased hours in Town budgets
4. Eliminate Sally Port
5. Eliminate COA paving
6. Eliminate mower
7. Police/Dispatch
 - a. Eliminate State portion of Quinn Bill
 - b. Eliminate fingerprint scanner
 - c. Then make a further 10% cut in the combined Police/Dispatch budget
8. Fire/Ambulance: put Enterprise Fund balance at \$200,000 and use the rest for the Ambulance Budget
 - a. Aim to increase the fund by about \$20,000 each year
 - b. Question: Can the Enterprise Fund pay (part of) the Fire Chief’s compensation?
 - c. No additional personnel
9. Question: why is Snow and Ice removal increasing?
10. Question: what is the minimum required Library budget?
11. Question: will Chris be discussing the school lunch deficit with Isabelina? When?
12. We want to hear from Dave Desrosiers about the mower and the dump truck
 - a. We will do some modest inquiry about welding
13. We want to hear from the Alan Wishart about:
 - a. All capital items (Sally Port, scanner, police car, etc.) and their priority
 - b. Capital items, or staff
14. Question: Did Police Department have the same FTE staff this year versus next year?

Other Items

- A. We would like Dave Desrosiers to come to the FINCOM meeting on Wednesday, March 28, at 6:30 pm
- B. We would like Alan Wishart to come to the FINCOM meeting on Wednesday, March 28, at 7:00 pm