

**TOWN OF GREAT BARRINGTON  
JOINT MEETING  
SELECTBOARD & FINANCE COMMITTEE  
MINUTES  
WEDNESDAY, SEPTEMBER 19, 2012  
6:00 P.M. – FIRE STATION – BOARD ROOM**

**PRESENT:**               STEPHEN BANNON  
                          ANDREW BLECHMAN  
                          ALANA CHERNILA  
                          DEB PHILLIPS - not present  
                          SEAN STANTON  
                          KEVIN O'DONNELL, TOWN MANAGER

**Finance Committee:** Bud Atwood  
                          Tom Blauvelt – Chairman  
                          Sharon Gregory  
                          Mark Lefenfeld – not present  
                          Andy Moro

1. **Call to order:** Sean Stanton called the meeting to order at 6:00 P.M.
2. **FY 14 Budget Policy for Adoption**

Kevin O'Donnell stated that the FY 2014 budget policy was sent to all Boards and Committees for their review. The schedule of budget meetings was also presented.

Kevin began the review by saying that 75% of the revenue comes from property tax. The tax levy will maintain a single rate.

Kevin said that there is \$3.4 million in free cash, some of which may need to be utilized for the Searles-Bryant contamination project and fire department issues.

Joe Sokul said that a level 2 energy audit will be done on all buildings in order to receive the energy grant money.

Sharon Gregory said that it would be helpful if there was a 'fully-loaded' cost of employees included. Sharon would like to see a breakdown with retirement, insurance cost, etc. with a 5, 10 and 20 year cost burden. (See later motion)

Sean Stanton questioned the wording under Fiscal Management where it says "authorize no new program without an identified financing source to pay for said program/staffing." Sean said that there should not be the option to present a new program.

Kevin O'Donnell clarified that a new program can be presented only if a funding source is provided. A new program would not be put into the budget if it is not paid for by a source other than the town.

**MOTION:** Steve Bannon to change the wording to say, "include no new program without an identified financing source to pay for said program/staffing."

**SECOND:** Alana Chernila

**VOTE:** 4-0

**MOTION:** Tom Blauvelt to change the language from 'authorize' to 'include.'

**SECOND:** Andy Moro

**VOTE:** 4-0

**MOTION:** Alana Chernila to change the wording to say, “request no additional Town personnel beyond authorized levels for FY13 without an identified financing source to pay for said personnel.”

**SECOND:** Andrew Blechman

**VOTE:** 4-0

**MOTION:** Sharon Gregory to change the wording to say, “request no additional Town personnel beyond authorized levels for FY13 without an identified financing source to pay for said personnel.”

**SECOND:** Andy Moro

**VOTE:** 4-0

**MOTION:** Sharon Gregory to add “and assessment of the impact over a 10 year period” to the above motion.

**SECOND:** Andy Moro

**VOTE:** 3-1 Bud Atwood against

**MOTION:** Alana Chernila to add “and assessment of the impact over a 10 year period” to the above motion.

**SECOND:** Andrew Blechman

**VOTE:** 3-1 Steve Bannon against

Tom Blauvelt suggested adding under Fiscal Management the collection of overdue property taxes. There is over \$800,000 over-due currently.

**MOTION:** Andy Moro to add a bullet point with, ‘maximize collection vehicle of delinquent taxes.’

**SECOND:** Sharon Gregory

**VOTE:** 4-0

**MOTION:** Steve Bannon to add a bullet point with, ‘maximize collection vehicle of delinquent taxes.’

**SECOND:** Andrew Blechman

**VOTE:** 4-0

**MOTION:** Alana Chernila to change the CIP section to say, “A five year capital improvement plan shall encompass any capital project with an overall expenditure of \$10,000 or more and life expectancy in excess of 2 years.”

**SECOND:** Andrew Blechman

**VOTE:** 4-0

**MOTION:** Sharon Gregory to change the CIP section to say, “A five year capital improvement plan shall encompass any capital project with an overall expenditure of \$10,000 or more and life expectancy in excess of 2 years.”

**SECOND:** Andy Moro

**VOTE:** 4-0

Sharon Gregory said that she would like to see a written alternative plan to the CIP.

She requested 3 alternatives to each CIP item.

Kevin O’Donnell replied that there is a strategic planning priorities meeting in November that will present ideas from the Boards as discussed, to save money. Kevin will make this a joint meeting to include the Finance Committee.

Sharon said that she would like to see not only a level budget, a budget minus 5% and a budget minus 10%. She requested that the Town Manager to introduce how this can be possible. Sharon said that items should not be delayed and other items paid off, but there should be a real decrease in expenditures.

**MOTION:** Steve Bannon that there are 4 scenarios in one budget; level service, level funded, 2% operational decrease, and 5% decrease in CIP over 5 years.

**SECOND:** Alana Chernila

**VOTE:** 4-0

**MOTION:** Sharon Gregory that there are 4 scenarios in one budget; level service, level funded, 2% operational decrease, and 5% decrease in CIP over 5 years.

**SECOND:** Andy Moro

**VOTE:** 4-0

**MOTION:** Steve Bannon to do the same as above for the operation side of the enterprise fund

**SECOND:** Alana Chernila

**VOTE:** 4-0

**MOTION:** Sharon Gregory to do the same as above for the operation side of the enterprise fund

**SECOND:** Andy Moro

**VOTE:** 4-0

**MOTION:** Sharon Gregory for a detailed breakdown of salaries, insurance, etc with a 5, 10, and 20 year cost burden, as part of the budget packet.

**SECOND:** Andy Moro

**VOTE:** 4-0

**MOTION:** Andrew Blechman for a detailed breakdown of salaries, insurance, etc with a 5, 10, and 20 year cost burden, as part of the budget packet.

**SECOND:** Alana Chernila

**VOTE:** 4-0

#### Section 11

**MOTION:** Andy Moro to change wording to say, “the Town Manager may recommend to eliminate that service...”

**SECOND:** Sharon Gregory

**VOTE:** 4-0

**MOTION:** Alana Chernila to change wording to say, “the Town Manager may recommend to eliminate that service...”

**SECOND:** Andrew Blechman

**VOTE:** 4-0

#### Section 13 – 2 –iii

**MOTION:** Andrew Blechman to take out the sentence that says, “This activity supports the general view of budget development as a “revenue driven” process.”

**SECOND:** Alana Chernila

**VOTE:** 4-0

**MOTION:** Sharon Gregory to take out the sentence that says, “This activity supports the general view of budget development as a “revenue driven” process.”

**SECOND:** Andy Moro

**VOTE:** 4-0

Alana Chernila requested that this document be checked for grammar.

Section 2 – A - ii

**MOTION:** Alana Chernila to change the wording to “the budget will indicate any recommended expansion of municipal services for 2014.

**SECOND:** Andrew Blechman

**VOTE:** 4-0

**MOTION:** Sharon Gregory to change the wording to “the budget will indicate any recommended expansion of municipal services for 2014.

**SECOND:** Andy Moro

**VOTE:** 4-0

Section 7 – D

Tom Blauvelt suggested that when displaying the budget, the figures are in hundreds or thousands and no cents.

**MOTION:** Sharon Gregory that all budget documents are in dollars and no cents.

**SECOND:** Andy Moro

**VOTE:** 4-0

**MOTION:** Steve Bannon that all budget documents are in dollars and no cents.

**SECOND:** Alana Chernila

**VOTE:** 4-0

**MOTION:** Alana Chernila to ask Lauren Sartori to look into new ways to organize the warrants in the budget so it is clear for voters.

**SECOND:** Steve Bannon

**VOTE:** 4-0

**MOTION:** Sharon Gregory to ask Lauren Sartori to look into new ways to organize the warrants in the budget so it is clear for voters.

**SECOND:** Andy Moro

**VOTE:** 4-0

Andrew Blechman suggested that there be a one page executive summary for the public to put the document in context.

Sharon Gregory agreed and said that this summary should include the general fund numbers, etc.

Sean Stanton said that he will look at the executive summary from Kevin and decide how it can be used.

Andrew Blechman said that he would like a graph of the past 19 years.

Lauren Sartori said that she will do a graph for past 10 years.

Steve Bannon said that the chairman of the Finance Committee and the Selectboard should see a dry run of the budget presentation.

Sean Stanton said that the presentation of the budget by the department heads to the Finance Committee and the Selectboard should continue.

Sharon Gregory requested a breakdown of computer expenses by department.

3. **Adjournment:** On a motion by Steve Bannon, seconded by Alana Chernila, the Board adjourned its meeting at 8:25 p.m.

On a motion by Sharon Gregory, seconded by Andy Moro, the Finance Committee adjourned its meeting at 8:25 p.m.

Respectfully submitted,

*Cara Becker*

Cara Becker

Recording Secretary