

MEDWAY BOARD OF SELECTMEN

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*Andrew Espinosa, Chairman
Richard Dunne, Vice Chairman
Dennis Crowley, Clerk
John Foresto, Member
Glenn Trindade, Member*

Board of Selectmen's Meeting-Final

March 27, 2010, 8:00 AM

Medway Senior Center, Oakland Street

Present: Chairman Espinosa, Selectmen John Foresto, Dennis Crowley, Glenn Trindade and Rich Dunne, Town Administrator Suzanne Kennedy and Board Secretary Wendy Harrington

The meeting was called to order at 8:09 AM

Public Comments: None

Budget Discussion FY2011 Budget

Town Administrator's

A discussion took place on the Town Administrator's budget.

Selectman Dunne moved that the Board accept the Town Administrator's budget with a reduction of \$1000 on line 5710; Selectman Trindade second; No discussion; All ayes; 5-0.

Human Resources

Administrator Kennedy presented the HR budget.

Chairman Espinosa asked that the HR Director attempt to integrate more with the School Department. A discussion took place on how to achieve this goal and the Selectmen agreed to work with the HR Director.

Selectman Dunne moved that the Board recommend the HR budget at \$194,504 with a reduction of \$14,700 on line 5739; Selectman Trindade second; No discussion; All ayes; 5-0.

Finance Committee

Selectman Dunne moved that the Board approve the Finance Committee budget at \$7,467.00; Selectman Trindade second; No discussion; All ayes; 5-0.

Finance Committee Reserve

The Fincom reserve budget was questioned. **Selectman Dunne moved that the Board approve the Fincom Reserve budget at \$100,000; Selectman Trindade second; No discussion; All ayes 5-0.**

Town Accountant

The Town Accountant presented her budget and answered questions relating to her budget. The Melanson & Heath line item was discussed. Selectman Dunne would like to see an audit of the accounting side of the energy savings.

Selectman Dunne moved that the Board approve the Town Accountant budget at \$230,850; Selectman Trindade second; No discussion; All ayes 5-0.

Treasurer/Collector

Melanie Phillips was present to discuss her budget. Selectman Trindade asked for clarification on the process of individual departments taking payments for permits etc.

Selectman Dunne moved that the Board accept the Treasurer/Collector budget at \$313,136; Selectman Trindade second; No discussion; All ayes 5-0.

Informational Services

Rich Boucher-IT Director was present to answer questions related to his budget. A discussion on the staffing requests took place. Where the staffing should be budgeted was in question, school budget or town budget.

Selectman Crowley recommended a third body be brought on board and placed on the town side and have the school pay for two and the town pay for the third and Mr. Boucher has the ability to move them around depending on the needs in the community.

Chairman Espinosa proposed Mr. Boucher redo his budget with the additional person, the new contract with the current employees and reduced contractor hours and come back and present again.

It was suggested it is prepared before the meeting with the School Committee/Board of Selectmen on 3/29.

Selectman Dunne moved that the Board reject the Information Services budget as presented with the caviate that the budget be reconfigured and presented on 3/29 during the School Committee/Selectmen's meeting; Selectman Trindade second; No discussion; All ayes 5-0.

Registrars

Town Clerk, Maryjane White was present to present this budget

Selectman Dunne moved that the Board approve the Registrar budget at \$4,705; Selectman Trindade second; No discussion; All ayes 5-0.

Elections

The Town Clerk was present to discuss this budget. There are two more elections coming this year.

Selectman Dunne moved that the Board approve the Elections budget at \$17,546 for FY11; Selectman Trindade second; No discussion; All ayes 5-0.

Town Clerk

Town Clerk White answered questions pertaining to the Town Clerk budget. The Town Clerk is asking for more support and Selectman Trindade asked that the functions be more automated to help support the change in work load.

Selectman Dunne would like to see the figures for 2010 and asked what the effect on benefits with additional hours for an additional staff person, it was explained the benefits would be prorated based on staff hours.

Selectman Trindade asked about the implication of MUNIS and permits etc and if it has been implemented.

Selectman Crowley recommended additional information be prepared by the Town Clerk to support her requests and Chairman Espinosa requested a clarification in the increase in hours and have the Town Clerk report back at another meeting to discuss again. He clarified the goal is to work together to understand to make the best decisions for the town.

Selectman Crowley moved that the Board postpone further discussions until additional data is available to support the proposed increase in requested employee time; Selectman Trindade second; No discussion; All ayes 5-0.

Department of Public Service

Tom Holder, DPS Director and Dave D'Amico, Deputy Director were present to discuss. A spreadsheet and power point presentation were distributed to support the presentation. A review of the organization chart was presented and Mr. Holder emphasized improved customer service is the main goal.

Selectman Dunne left the meeting at 10:30am

Selectman Trindade asked that a comparison of having vehicle maintenance be contracted out versus in house. Mr. Holder thought that exercise would be interesting to review.

Selectman Trindade moved that the Board postpone final decision on the DPS budget until we meet again, Selectman Foresto second; Discussion: final budget by 4/12/10 was clarified; All ayes 4-0 (Selectman Dunne had left the meeting).

Updates to the budget will be prepared by Ms. Pratt and distributed at a later date.

Town Clerk to be present on 4/3 Senior Center 8am along with additional budget discussions.

Thurs 4/1 7:30am DPS, IT in the Town Administrator's Conference room.

At 11:01 Selectman Trindade; moved that the Board adjourn for the day; Selectman Crowley second; No Discussion; All ayes 4-0.

Respectfully submitted,

Wendy Harrington

Board Secretary

**Approved 4/22/10