

FINANCE COMMITTEE  
Minutes

Date: March 16, 2015

Time: 7:00 p.m.

Present: O'Connor, Kupcinkas, Bartosiewicz, O'Connell, Girard

Absent: Hebert

Meeting called to order at 7:00 p.m.

Michael O'Connor opened the public hearing at 7:00 p.m.

Donald Gauthier was in for the public.

Michael O'Connor: The budget that was submitted by the Town Manager to the Board of Selectmen was \$39,359,000. This was a balanced budget.

There were no public comments or questions.

Motioned by Girard, seconded by Kupcinkas to close the public hearing at 7:02 p.m.  
Unanimous.

Michael O'Connor: I have three Warrant Articles in my possession. There will be an article coming that I think will be the most important article that the Finance Committee will ever have to vote on. It is for a Public Safety Complex. It would be for a debt exclusion. It will be on the ballot. It is for up to \$20Million. They will either be asking for money for land taking and design or for the entire amount.

Katie Lavallee, Finance Director, was in to discuss her budgets at 7:05 p.m.

Finance Director Budget

Katie Lavallee: There is myself and Sherri. The salary line is down. The fringe benefits are down. I do not have a contract yet. I am not sure if the retirement amount would be part of my contract. I should be signing on July 1<sup>st</sup>. Professional Development is up. I am currently taking a class.

Town Audit Budget

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Michael O'Connor: Is this the same as last year?

Katie Lavallee: We are at the end of their contract, so it is the same amount. I don't know if we will be keeping the same company.

#### Treasurer/Collector Budget

Katie Lavallee: Denise is by far on the lower end of area towns for her salary.

#### Board of Assessors Budget

Katie Lavallee: This is the same. The tri-annual will start in another year or so. It is done every 10 years. The re-eval is done every 3 years.

#### Computer Operations Budget

Katie Lavallee: This is unchanged. I understand that I am now responsible for the printer for the Fire Department. This would be \$1,500. I found that out at the Saturday meeting.

Michael O'Connor: Is the upgrade completed?

Bob Spain: We may need to upgrade it in another year or so. It has been about 5 years.

Jennifer O'Connell: Where is the backup for the system?

Bob Spain: It is not on sight.

#### Debt Budget

Katie Lavallee: Denise helped me out a lot on this budget. There was no pay down plan on Ramshorn.

Michael O'Connor: There are no payments for that this year?

Katie Lavallee: No, there is not.

Michael O'Connor: How many years for this?

Bob Spain: It is in the bond anticipation stage.

Michael O'Connor: There is \$1,500 in for it in next year's budget.

Katie Lavallee: That is .75% on the \$200,000 note.

Michael O'Connor: What is the total outstanding debt for the Town?

Katie Lavallee: I don't have that figure for you tonight.

Michael O'Connor: That is somewhat of an important number. The people in Millbury were asked for a \$20Million debt exclusion.

Michael O'Connor: Are we paying off any debt this year?

Bob Spain: One will be paid in 2017 and two in 2018.

Michael O'Connor: When is the school reconstruction going to be paid off?

Bob Spain: That will be paid off in 2025.

Katie Lavallee: I can research more for you if you need me to.

Michael O'Connor: I would like to see the total debt figure.

### Employee Benefits Budget

Michael O'Connor: Did the Retirement Board comment on the smaller increase this year?

Bob Spain: We pay it early, so it didn't go up as much. We expected an 8% increase. If we pay it around July 1<sup>st</sup>, we save \$20,000-30,000. If our cash flow is good, we pay it early.

Daniel Girard: When is the latest we can pay it?

Bob Spain: We would do it in two payments instead of one.

Daniel Girard: Could we make money by waiting?

Bob Spain: No, we wouldn't gain anything by waiting.

Michael O'Connor: Under the Health Insurance, was the request anticipating a 6% increase and your recommendation after the negotiations?

Bob Spain: We got a better deal.

Michael O'Connor: The Workman's Comp is up a little.

Bob Spain: It is less that it has been.

Michael O'Connor: When can we have the final figures from you?

Bob Spain: I will try to get them to you next week.

Michael O'Connor: When will we get the first pass on the Warrant?

Bob Spain: You will probably get the Warrant before the final numbers on the budget.

Michael O'Connor: We won't have a meeting next week if you are not ready with the figures.

Bob Spain: I won't have it ready until next week.

Michael O'Connor: So, we won't have any information until the 24<sup>th</sup>.

Motioned by Kupcinkas, seconded by O'Connell to pay Holden Landmark Corporation \$40.00 for a legal ad for the public hearing notice, to be paid from account #01-131-5780-00000-0000-500. Unanimous.

Jennifer O'Connell: We have asked for several things and we haven't received them. We asked for a financial spreadsheet on what is coming in for revenues. We are just looking for the data to produce these reports.

Bob Spain: I gave you that information in the pro-forma. I am not going to give you every little thing you want.

Michael O'Connor: Once this budget season is done, can you take the expenses and receipts from the Transfer Station to see how it would fit into an Enterprise Fund?

Bob Spain: You are still going to have people saying that they were promised free trash.

Jennifer O'Connell: What percentage of the Real Estate Taxes have been collected?

Bob Spain: We have collected 98%.

Katie Lavalley: We do lien a property when the taxes are not paid.

Michael O'Connor: Just a reminder that we will not be meeting on the 23<sup>rd</sup>, as we will not have the final figures on the budget or access to the Annual Town Warrant.

Motioned by Girard, seconded by Bartosiewicz to adjourn at 9:00 p.m. Unanimous.

Mark U  
Albert P. Kupcinski  
John Bays  
Dan H  
Ginger Donnell