

FINANCE COMMITTEE  
Minutes

Date: September 26, 2011

Time: 7:00 p.m.

Present: O'Connor, Gauthier, Hebert, Girard, Bartosiewicz

Absent: Kupcinkas

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

**Brian Turbitt, Finance Director, was in at 7:00 p.m.**

**Reorganization**

Mrs. Gaspie asked for nominations for Chairman

Donald Gauthier motioned to nominate Michael O'Connor for Chairman. Steven Hebert seconded the nomination. There were no other nominations for Chairman. Vote on the nomination: Unanimous. Michael O'Connor is Chairman.

Gaspie handed the meeting over to O'Connor.

Michael O'Connor asked for nominations for Vice-Chairman.

Donald Gauthier motioned to nominate Steven Hebert for Vice-Chairman. John Bartosiewicz seconded the nomination. There were no other nominations for Vice-Chairman. Vote on the nomination: Unanimous. Steven Hebert is Vice-Chairman.

Michael O'Connor asked for nominations for Clerk.

Daniel Girard motioned to nominate Donald Gauthier for Clerk. Michael O'Connor seconded the nomination. There were no other nominations for Clerk. Vote on the nomination: Unanimous. Donald Gauthier is Clerk.

Motioned by Gauthier, seconded by Hebert to accept the minutes of June 7, 2011 as written. Unanimous.

**Harassment Policy and Procedures was handed out to the Committee members**

**An e-mail from the Town Manager was shared with the Committee members**

**Michael O'Connor went over the e-mail with the Committee members  
Association of Finance Committee Dues-\$200**

Motioned by Gauthier, seconded by Hebert to pay the dues of \$200 from the Finance Committee General Expenses Account. Unanimous.

**Municipal Year-end figures for per department were handed out to the Committee members. These were supplied to the committee by Brian Turbitt to be used for reference.**

Brian Turbitt: This report is the close out of spending from FY2011. These are not receipts.

Michael O'Connor: I just wanted everyone to be aware of this in case there ends up being a Special Town Meeting in the next couple of months.

Michael O'Connor: The Sewer Department sets its rates at this time of the year. I invited Brian in to discuss the Enterprise Fund.

**Brian Turbitt went over the end of the year balance sheet for the Enterprise Fund**

Michael O'Connor: What percentage does it take to remove money from the Sewer Stabilization Fund at Town Meeting?

Brian Turbitt: They would need a 2/3 vote to remove any money from this account. The only thing that we would use the money on at this point is if we needed to keep the rate stable. We are in the process of doing a rate study on users with wells.

Michael O'Connor: The one thing that concerns me is the Upper Blackstone project. That amount goes us a lot each year.

Brian Turbitt: We are still working on the inflow and infiltration which helps with our cost of the project. We have to be careful in how we fix one problem so as not to cause another problem.

**Brian Turbitt went over the calculations for the new Sewer Rate**

Michael O'Connor: Do you think we will need to meet within the next couple of months?

Brian Turbitt: I don't see where we would need you to meet.

Daniel Girard: Have they named a new Police Chief yet?

Brian Turbitt: No, they have not.

Motioned by Gauthier, seconded by Girard to adjourn at 7:50 p.m. Unanimous.