

BUDGET COMMITTEE MINUTES
Town Hall
November 12, 2015, 2015

DRAFT: These minutes are strictly a draft copy and are awaiting amendment or approval at a subsequent, duly noticed public meeting. Amendments to these minutes will be noted in the minutes of said meeting. The draft will be posted on the website as a draft copy for public informational use only.

Present: David Curry, Chair; Catherine Orlowicz, Anthony Bonanno, Ellen Phillips, David Shagoury, and David Swenson (BoS Representative)

Absent: James R. Jones and Cople Crown Representative

Also Present: Carter Terenzini, Interim Town Administrator (ITA)

Call to Order: The Chair called the meeting to order at 7:00p.m.

Review of Minutes: Minutes of November 4 were not available for review.

Letter to BoS Re: Recreation Budget (11/14/15 BC Meeting): Copies were distributed and the Chair reviewed what had been drafted and sent to the BoS for their 11/02 Meeting. Following that budget reviews continued.

Account #4324 - Solid Waste Department – Joe Bloski, Solid Waste Foreman. Mr. Bloski spoke to the major change to his budget being a reduction of open hours by one hour per day. The ITA said that the BoS had approved \$242,758 but he had – in error – omitted longevity of \$1,500. If that were to be included, the bottom line would be \$244,258. Ms. Phillips asked if the reduction in P.T. wages (\$28k requested vs \$29.3k approved) is primarily from the reduction in hours and learned that, along with a modest reduction in the time period in which we would run three staff for the “summer”, it was. The Chair asked why, given the expenditures year to date, the request seemed so high. Mr. Swenson spoke to more current YTD expenditures which bring the so-called “burn rate” more in line with the time lines at this point in the calendar year. Mr. Bloski spoke to challenges in finding affordable recycling hauling costs and the loss of those revenues. Cathy Orlowicz asked if he could provide a monthly average of tonnage and Mr. Bloski circulated copies of several charts. Based upon YTD trends, the Chair suggested that Account #420 be cut by \$1,000, #421 be cut by \$6,500, and #425 be cut by \$1,500. Mr. Mike Clarke, Road Agent, spoke to how the Town is now having to use a single hauling rate (one box at a time) versus the more cost effective tandem hauling (two boxes at a time). ITA Terenzini defended #420 and #425 acknowledging there may be some room to cut the MSW disposal account #421. After a review of the tonnage chart and the average disposal over the years, the consensus was to go with the cut of \$6,500 on MSW disposal while not cutting the other two accounts. The Chair asked about the increase in dues and fees and learned it was driven by an increase in Household Hazardous Waste disposal costs. The consensus was to reduce the \$750 to \$500 based upon history and the explanation. The Chair asked what Equipment Repairs covered and learned it was the Bobcat and Loader. The Chair then asked if the figure of \$1,000

was a “back of the envelope” estimate or a detailed and learned this was the first estimate on the basic maintenance (oil changes, etc.). Mr. Shagoury said he was concerned this was insufficient money to repair the loader and learned it was not planned for replacement. Mr. Clarke said the plan by the BoS and CIP, which he objected to, was to use the Highway loader. There followed a discussion of how various pieces of equipment are being used and what the Department needs to perform its functions. There was also a discussion of repair costs had been estimated with Ms. Orlowicz saying she had hoped there would have been better substantiating documentation and the ITA explain the Town did not seem to maintain the kinds of records many thought it had. After a recap of the addition of the \$1,500 longevity (#190), a reduction of \$6,500 MSW disposal fees (#421) and a reduction of \$250 dues and fees (#560); **Cathy Orlowicz moves to approve Solid Waste Budget for \$237,508. Second by Tony Bonnano. Unanimously passed.**

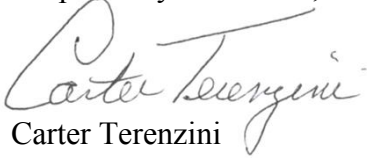
Account # 4312 - Highway Department - Mike Clarke, Road Agent. Mr. Clarke discussed how the Office Manager’s time is allocated in FY 2016 across two departments as opposed to three in FY 2015. Ms. Phillips asked about the wage rate for the LEO/Mechanic given his changing role with the elimination of the Equipment Mechanic’s position and learned that a rate adjustment had been made about two years ago. The Chair asked Mr. Clarke if he saw the hours dedicated to maintenance by the LEO/Mechanic going up. Mr. Clarke said he actually saw it going down with a greater use of outside vendors. A discussion of part-time wages being reduced by reducing the 700 winter hours to 500 hours followed with Mr. Bonnano asking what the specific tasks for winter and summer help does given another community has fewer employees for the same area. Mr. Clarke explained how this seasonal winter staff and a summer seasonal (lawn mowing, etc.) replaced a former full-timer employee. Mr. Bonnano didn’t believe this winter seasonal employee could be justified and asked if we couldn’t use a “call-in” position. Mr. Clarke spoke to how he used the staff and his need for it. The Chair spoke to this conversation being had several times and Mr. Clarke having justified the approach and his budget request on each occasion. Mr. Shagoury spoke to increased maintenance demands and Mr. Clarke spoke to the reduction in staffing to this current level which was developed in 2011. Mr. Clakrke went on to explain that the request for overtime hours was done on a 10 year average and the TA had reduced that by roughly \$1,700. There was a discussion of contracted services and the modest amount for the beginning of a (\$5,000) program of planned tree removal. After discussion on advertising (#551) there was consensus to reduce it to \$350. After discussion on advertising (#625) there was consensus to budget it (increase) at \$50. Mr. Clarke spoke to his increase in the propane account to absorb the costs of various other gases (e.g. oxygen and acetylene) formerly carried in the Equipment Mechanic Department. There was a discussion of equipment repair costs and vendors and the reduction in road repair from \$60,000 to \$35,000 and the theory behind it being more appropriately budgeted in capital (thus this is a shift and not a net bottom line reduction). Mr. Clarke noted that electricity went from \$7,000 to \$12,200 and Selectman Swenson spoke to the street lights now being included in this account as the beginning of an effort to consolidate accounts to simplify the number of accounts we maintain. Cathy Orlowicz asked if we could check rates for 2016.

Ellen Philips moved to approve Highway 2016 budget for \$784,517. Second by Dave Shagoury.

There followed a brief discussion of the timing of draws from other accounts (e.g. cemetery et al) with Mr. Clarke says that normally occurs at the need of the season in November. The Chair asked that it be done at least quarterly to see the progress through the year. A revision of the upcoming scheduled was done with and there was a request for up to date expense and revenues.

Cathy Orlowicz moved to adjourn. Dave Shagoury seconds. Meeting adjourned at 9:32pm.

Respectfully Submitted,


Carter Terenzini

These Minutes were approved on TBD

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