



APPROPRIATIONS COMMITTEE

MEETING MINUTES

Thursday, March 24, 2011

7:30 p.m.

Selectmen's Meeting Room

Present: Chairman, Elaine Kelly
Rick Nieber
Janice Hight
Dan McInnis
Bob D'Amico
Tony Poteete

Also Present: John W. Coderre, Town Administrator
Kelly Burke, Senior Center Director
June Hubbard-Ward, Finance Director

The meeting was called to order at 7:30 p.m.

Approval of Meeting Minutes

R. Nieber moved approval of the Meeting Minutes of the March 17th meeting; B. D'Amico seconded; approved unanimously.

Discussion of Senior Center Budget

Senior Center Director Kelly Burke presented an overview of the Senior Center Budget. Overall, the FY2012 Senior Center Budget is up 3.9% to support the increased contractual services associated with the 14,000 square foot facility. During FY2011 the Friends of the Senior Center donated \$30,000 toward the operating budget. In FY2012 the Friends committed to making available previously donated but unused funds in the amount of \$25,000 toward the contractual services line of the budget, which is used to pay for the cleaning of the center. The \$25,000 donation is in addition to the \$10,000 shown in line 52800 of the Senior Center budget.

Discussion of Finance Department Budget

Finance Director June Hubbard-Ward presented an overview of the Finance Department Budget. Overall, the Finance Budget is increasing by 3.79%, or \$23,670. General wage increases are 1%. The majority of the FY12 increase is due to an increase in the Assessors' contractual services needed to prepare for the coming revaluation in FY13. J. Hubbard-Ward reviewed the FY12 debt service budget and the debt policy. The Senior Center permanent debt will hit in FY12.

In FY2012, the proposed budget restores 4 of the 10 hours per week to the Assistant Account position, which was reduced from 40 to 30 hours in FY2010. The Assessing Division's Contractual Services line was increased to \$44,450 in order to perform

valuation field work for Commercial and Industrial real estate inspections, data collection and sales analysis as well as for tracking personal property updates. While the next recertification must be completed for FY2013, the process begins on January 1, 2012, which is the legal assessment date for the FY2013 taxes. Therefore, the FY2012 budget request includes increased funding to begin the process for the triennial recertification of values in FY2013.

Other business to come before the Committee

The Town Administrator provided a brief overview of the Town Meeting Warrant.

Adjournment

8:45 p.m. – R. Nieber moved to adjourn; J. Hight seconded, approved unanimously.

Respectfully submitted,

John W. Coderre

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