



APPROPRIATIONS COMMITTEE

MEETING MINUTES

Thursday, March 15, 2012

7:30 p.m.

Selectmen's Meeting Room

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

Also Present: Kelly Burke, Senior Center Director
Jean Langley, Library Director
Jerry Anderson, Adrienne Cost, Ed Bombard – Council on Aging
Barbara Virgil, Jane Clark - Library Trustees

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

Approval of Meeting Minutes

R. Nieber moved approval of the Meeting Minutes of March 1, 2012; D. McInnis seconded; approved 4-0-2. Bob D'Amico and Janice Hight abstained since they were not in attendance.

Senior Center Presentation – Kelly Burke

The Senior Center Director reviewed the FY2013 proposed budget. The budget as presented is up just 3.1%, or \$6,386. The two previously part-time Outreach Coordinator positions have been consolidated into one full-time position (.86 FTE to 1 FTE). The increase in personnel costs is partially off-set by reduced electricity costs due to lower rates on a new Town-wide contract. In FY2013 the Friends committed to making available previously donated but unused funds in the amount of \$21,462 toward the contractual services line of the budget, which is used to pay for the cleaning of the center. The \$21,462 donation is in addition to the \$10,000 shown in line 52800 of the Senior Center budget.

7:50 p.m.

Library Presentation – Jean Langley

The Library Director reviewed the FY2013 proposed budget. The budget is up 2%, or \$13,334, compared to FY2012 due primarily to another increase in the books and periodicals line of \$6,700. Ongoing restoration of the books and periodicals budget is necessary to ensure that the Northborough Library is able to maintain its State certification and inter-library loan privileges. The Library budget as presented reflects a 1% wage increase for union and 1% wage increase for non-union personnel. In FY2010 the Library reduced its hours on Monday mornings and Thursday evenings. The reduced schedule will continue by necessity during FY2013, with the Library open to the public 53 hours per week.

DPW Presentation – John Coderre

The Town Administrator presented the draft DPW budget. The budget is up just \$47,462, or 3%. The majority of the increase is in minor equipment replacement, building repairs and tree removal. The FY2013 tree budget is being increased by \$17,000 to help eliminate a backlog in trees that still need to be removed. In terms of personnel expenses, the budget reflects a 1% wage increase for both union and non-union employees. However, there is a small increase of 5 hours per week in the Administrative Assistant line. The budget continues to rely upon seasonal help in the parks and cemetery divisions. The temporary help has become increasingly important because the DPW continues to operate with reduced staffing. During FY2007, the Assistant Director was promoted to DPW Director, and the Assistant position has remained vacant. During FY2009, the Cemetery Superintendent position and a Highway/Parks Heavy Equipment Operator position became vacant and both have remained unfilled due to financial constraints. These reductions in permanent personnel have all been continued in FY2013.

Other Business

The Town Administrator reviewed the FY2013 Capital Budget.

The Town Administrator reviewed the draft Town Meeting Warrant Summary.

Next Meeting

March 22nd – Community Preservation Committee and Town Planner presentations.

Next Joint Meeting

March 26th with the Board of Selectmen.

Adjournment

R. Nieber moved to adjourn; D. McInnis seconded; motion was unanimous.

9:00 p.m. – adjourned.

Respectfully submitted,

John W. Coderre, Town Administrator