



APPROPRIATIONS COMMITTEE

MEETING MINUTES

Thursday, June 19, 2013

7:30 p.m.

Selectmen's Meeting Room

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

Absent: Tony Poteete

Also present: Town Administrator John Coderre

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

Election of Officers

E. Kelly took up the Election of Officers.

The Town Administrator took over the meeting for purposes of election of the Chair.

J. Hight nominated Elaine Kelly for Chair; R. Nieber seconded the motion; there were no other motions so nominations were closed; motion approved unanimously. The Chair took over the meeting.

The Chair opened nominations for Vice-Chair.

J. Hight nominated R. Nieber for Vice-Chair; D. McInnis seconded the motion; there were no other motions so nominations were closed; motion approved unanimously.

Approval of Meeting Minutes

J. Hight moved approval of the Meeting Minutes of April 22, 2013; R. Nieber seconded; motion approved unanimously.

2013 Fiscal Year-end Transfers

The Town Administrator reviewed the June 18, 2013 memo prepared by the Town Accountant regarding year-end transfers. The FY2013 Snow and Ice appropriation ended with a \$257,852 legal deficit. In keeping with the Town's practice of covering current year costs within the same fiscal year, the staff proposes the following transfers be made:

1. By transfer of \$149,999 from the Appropriation Committee's Reserve Fund to the Snow and Ice account; and
2. By transfer of \$107,853 from the Health Department account to the Snow and Ice account.

B. D'Amico moved the Committee vote to transfer \$149,999 from the Appropriation Committee's Reserve Fund to the Public Works Snow and Ice Account for the purpose of closing the legal deficit in the FY2013 Snow and Ice Appropriation; D. McInnis seconded; motion approved unanimously.

B. D'Amico moved the Committee vote to transfer \$107,853 from the Health Department account to the Public Works Snow and ice account for the purpose of closing the legal deficit in the FY2013 Snow and Ice appropriation; J. Hight seconded; motion approved unanimously.

The Committee executed the requisite transfer authorization forms. The Town Administrator noted that the transfer from the Health Department account will also require approval by the Board of Selectmen at their June 24, 2013 Meeting. All other budget accounts are anticipated to close out to the positive.

Any Other Business

The Committee discussed repurposing the previously authorized FY2012 Reserve Funds intended for the demolition of the Tax Title property located at 39 West Main Street. Given preliminary discussions with potential purchasers of the property, staff has determined it will be in the Town's best interests to surplus the property "as is" and allow the purchaser to demo the building. A private developer can demo the structure for about 30% less than the Town because the Town must pay prevailing wages.

The downtown traffic project is wrapping up over the next couple of weeks and if the water service is not upgraded from a basic residential service, it will prohibit any significant commercial development. Once the State paves the roadway there will be a minimum 5 year moratorium on cutting the roadway, which means anyone interested in developing the property would find their project significantly hindered. By upgrading the water service now, we will enhance the value and marketability of the property.

J. Hight moved the Committee vote to repurpose the \$30,000 previously authorized from the FY2012 Reserve Fund for the demolition of 39 West Main Street to instead be used to upgrade the water service at that location; D. McInnis seconded; motion approved unanimously.

Adjournment

R. Nieber moved to adjourn; J. Hight seconded; motion was unanimous.

7:55 p.m. – adjourned.

Respectfully submitted,

John W. Coderre, Town Administrator

Documents used during meeting:

1. June 19, 2013 Meeting Agenda
2. April 22, 2013 Meeting Minutes
3. Town Accountant's Memo Dated June 18, 2013
4. Transfer Authorization Forms