

Minutes
STOW FINANCE COMMITTEE
June 7, 2011
7:30 PM
Town Building
Approved

Call to Order

Chairman Ann Deluty called the meeting to order at 7:34pm. Present were,
Members: Richard Connelly and Peter McManus
Associates: Rick Rollins
Secretary: Elizabeth Tobey

Correspondence

- Municipal Bulletin No. 37 Laws related to Municipal Finance and Taxation
- The Beacon Newsletter – June 2011

Meeting Minutes

After a review of the minutes Ann Deluty moved to approve May 24, 2011 minutes as submitted. Rick Connelly seconded the motion.

The motion carried unanimously (Deluty, McManus and Connelly)

Reserve Fund Transfer Requests

Fire Department – Repairs Maintenance Vehicles - \$5,730.08

The amount requested is to be used for unplanned bodywork on our Engine 12.

Mike McLaughlin explained that Engine 12 is currently being repaired under an insurance claim. This estimate is to repair the corrosion and refinishing of the opposite side while in the shop, saving \$1,200 to \$2,000 by making a second trip on a later date. He explained that he tried holding off on the extra work, but the repairman came back with additional needed work that would save \$2,000 down the road if they did it now while it was already in the shop.

Members questioned the age of the truck and whether it was wise to repair and if it was normal to have corrosion. The Chief explained that the truck is the busiest piece of equipment in the house. His 5yr plan had this truck \$30k - \$50k refurbished and to replace \$400k. He was trying to hold off at least 3 years, maybe 5 years, hoping (except the engine, transmission and pump) it will be a fully refurbished truck. When asked if this repair would extend the refurbishing schedule he said it would. He stated that the mechanic is very thorough and if it is too big for him to handle he sends it out. When asked how long it would be to refurbish this one after the repairs. Mike said normally 20-30 years, refurbished 10-15 years. When asked how many were on the refurbished schedule, he replied 3. The average refurbish job runs \$30k - \$70k depending on the kind of work

When questioned about the balance of -\$7,665.54 in his account Mike explained that he would move money from another line item to cover the remainder.

Richard Connelly moved to approve the Reserve Fund Transfer in the amount of \$5,000.00. Peter McManus seconded the motion.

The motion carried unanimously (Deluty, Connelly and McManus)

Fire Department – Fire Fighter / EMT Overtime Wages - \$5,000.00

The amount requested is to be used to cover overtime wages for vacations (\$2,898), Memorial Day – 1 fulltime Fire Fighter and one Call Fire Fighter called to work full-time job (Boston Hospital). This expenditure is unforeseen due to the storm/task force coverage, holiday coverage – 12 hours and vacations through June 30, 2011.

When asked what the plan was for next year to avoid this Mike explained that Bill Wrigley was increasing the wages line balance and is hoping for less activity. The major fires and snow were a big cause of the overages. He is hoping to be in better shape next year.

Peter McManus moved to approve the Reserve Fund Transfer in the amount of \$5,000.00. Richard Connelly seconded the motion.

The motion carried unanimously (Deluty, Connelly and McManus)

Fire Department – Call Fire Fighter / EMT Wages - \$5,000.00

The amount requested is to be used to cover Call Fire Fighter Wages, January to June training sessions, Snow coverage and Tornado coverage in Brimfield, MA.

Mike explained that there was an increase in the number of calls, major fires in January \$5,890, usually \$1,500 per month. There is an EMT refresher every two years and a Hazmat refresher 24-hour class.

Peter McManus moved to approve the Reserve Fund Transfer in the amount of \$5,000.00. Richard Connelly seconded the motion.

The motion Passed	2	for	(Deluty and McManus)
	1	abstention	(Connelly)

Highway Department – Gasoline and Diesel Fuel Account - \$4,000.00

The amount requested is to be used for the purchase of unleaded gasoline to last until the end of the fiscal year.

The expenditure is extraordinary and/or unforeseen due to the escalating fuel costs and large fuel consumption during winter months.

Richard Connelly moved to approve the Reserve Fund Transfer in the amount of \$4,000.00. Peter McManus seconded the motion.

The motion carried unanimously (Deluty, Connelly and McManus)

Information Technology Department – Licenses and Contract Renewals - \$700.00

The amount requested is to be used to cover the month of June bills for Verizon Wireless Aircards, Comcast Internet for Town Building, Town Hall, Library, Fire, Police and Highway.

This expenditure was unforeseen due to two items that were not included in the budget at the time of its creation. They have been added to the 2012 budget.

Richard Connelly moved to approve the Reserve Fund Transfer in the amount of \$700.00. Peter McManus seconded the motion.

The motion carried unanimously (Deluty, Connelly and McManus)

Liaison Reports

Ann spoke with Bill Wrigley, Jim Salvie and someone from Capital. They want to get together with FinCom to form a committee to get information out to the people regarding what is coming up for the town. Everything will start happening when the school taxes hit. It is kind of a public relations committee.

Peter commented that there is a Bill at the State CPA. They are going to put the minimum match higher than it is and expand what they can use it on. It passed the subcommittee

Other Business

Fall Town Meeting

The Pompo Use Committee will present plans with or without the Library and be asking for approx \$50k for architect plans.

Adjournment

A motion to adjourn was made by Peter McManus at 8:19pm. Ann Deluty seconded the motion.

The motion carried unanimously (Deluty, Connelly and McManus)

Future meetings:

~~June 14, 2011~~ Cancelled

June 28, 2011

Action Items:

Chairperson and Vice Chairperson Votes

Liaison Assignments

ESBC, CPC and Capital Liaisons Votes

Respectfully submitted,

Elizabeth A. Tobey,
Secretary