

Minutes
STOW FINANCE COMMITTEE
March 13, 2012
7:30 PM
Approved

Call to Order

Chairman Ann Deluty called the meeting to order at 7:30pm. Present were,
Members: Richard Connelly, Christopher Sarno and Richard Rollins
Associates: Dean Cavaretta, Bruce Walbridge
Secretary: Elizabeth Tobey
Guests: William Bosworth. Mike Clayton and Rachel Belanger

Correspondence

- Email – (2) From Mike Clayton regarding fuel costs dated 3/2/12
- Notice of a farewell reception for Kathleen and Russ Willis 3/12/12
- Email – From Alice DeLuca regarding her attending Capital planning Meeting in Stow
- Email – Rachel Belanger regarding the final budget for Highway

Meeting Minutes

After a review of the minutes Christopher Sarno moved to approve February 28, 2012 minutes as amended. Rick Rollins seconded the motion.
The motion carried for (Deluty, Rollins, Sarno and Connelly).

Reserve Fund Transfer Requests

Highway – Gasoline and Diesel Fuel - \$5,000.00

The amount requested is to be used for the purchase of Gasoline and Diesel Fuel. This expenditure is extraordinary and/or unforeseen for the following reasons: Escalating fuel prices.

Discussion:

Mike Clayton explained that the next fill-up will need \$16k gallons to fill the tanks. He explained that he estimated high with the first request because of the escalating fuel costs. The fuel company will not deliver partial loads. Each tank holds 4000 gallons. As of last Friday there were 374 gallons in the Diesel tank and 339 gallons in the Regular. In 2010 the year ended with a large reserve of fuel. With the lack of snow it doesn't change the amounts. It usually averages out, depending on what we are doing. We plan the bulk fuel account for everyone at the beginning of the year. Bulk fuel is separate for Snow and Ice. July 1st the tanks were just about empty and they had to get two fill ups. All town vehicles use the fuel, not just highway. The cost of the fuel is what causes the biggest issues for the budget.

Christopher Sarno moved to approve the Reserve Fund Transfer in the amount of \$5,000.00. Richard Rollins seconded the motion.

The motion carried unanimously (Deluty, Rollins, Connelly and Sarno)

Highway Budget Review

Equipment Replacement

- We have a pickup/plow at 139k miles bought in 1998. We would like to replace it with a 2011 ¾ ton with a plow for \$40k this year. The old truck will be traded in.
- We currently have a tow behind chipper that was purchased in 1997 and would like to purchase a new tow behind brush chipper for \$45k - \$60k, depending on the emission standards and timing. We will be keeping the old chipper for busy times.

Police Budget Review

Chief Bosworth explained that they are not adding to the force this year. They have promoted a patrolman to a sergeant. They now have; one chief, two sergeants (will be three sergeants), eight patrolmen (one going to Sergeant). The Lieutenant position has not been filled for some time. There

are no Lieutenant on the 3-11 shift. It is important to have one there because that shift is usually all new employees. That position has been in the budget for years, we are not adding a new position.

The budget will be adjusted when the final decision is made for the Sergeants position.

Dean questioned the education line item. Bill explained that it is incentive from the union bargaining with the town, 5% for Associates degree, 10% for Bachelors degree and 15% for a Masters.

Bill explained that right now they do not keep track of immigration service. If a illegal immigrant is arrested ICE (Immigration and Customs Enforcement) will be notified.

When asked about vehicles Bill explained that the current vehicles include two SUV's, the Chevy Tahoe 130k miles and the Ford Expedition, and 4 Crown Vic's under \$80k. They are looking at Ford's new police Inceptor, \$40k with new equipment. It is an SUV crossover version, all wheel drive and a 6-cylinder. Capital planning is receptive to this and he has spoken with Allen Fierce.

After the snow rescue we have concluded that there is a need for a new SUV.

Currently police shares an antenna with the fire. They have a new antenna and it is the best service they have ever had.

Rachel explained that they have spoken to Capital regarding heat and air systems in the building. They are not working properly. The system was not built for an L-shaped building. Bill Cleary will be looking at all they have going on in the building. There is also a need for lights in the parking lot. There have been a number of falls and insurance claims. The roof has been ok over the last couple of years. They will be looking at heat and A/C over the next couple of years, possibly on a warrant article. There will also be some removal of trees.

Chief and Rachel out at 8:24pm

Liaison Assignments

- Nashoba Regional School District (NRSB) – Bruce explained that they voted and passed the Budget as proposed. It does not include the sports renovations.
- Minuteman Regional High School – There was a brief discussion regarding Minuteman and there renovations. It was commented that the town needs a vocational education outlet. Stow has a high participation rate. Dean commented that a direct line in the state budget would fund the bonding. The capital project is 41%, if they fail the deadlines it could drop to 10%.

Other Business

None at this time

Adjournment

A motion to adjourn was made Rick Rollins at 8:45pm. Richard Connelly seconded the motion. The motion carried unanimously (Deluty, Connelly, Sarno and Rollins)

Future meetings:

March 27, 2012

April 10, 2012

April 24, 2012

Action Items:

None at this time

Documents used in this meeting will be filed with the Finance Committee's official minutes.

Respectfully submitted,

Elizabeth A. Tobey,
Secretary