

Sturbridge Finance Committee
Meeting Minutes
June 28, 2012
Town Hall
6:30 pm

Meeting was called to order at 7:03 pm with the following members present: Kevin Smith (KS), Mike Serio (MS), Larry Morrison (LM), Joni Light (JL), Virginia Stallone (VS), Patti Affenito (PA), and Arnold Wilson (AW). Members absent: Prescott Arndt (SA).

Minutes: AW makes a motion to approve the minutes from April 26 as amended, VS seconds. Vote 7-0-0.

VS makes a motion to approve the minutes from May 1 as amended, JL seconds. Vote 7-0-0.

VS makes a motion to approve the minutes from May 8 as amended, JL seconds. Vote 7-0-0.

VS makes a motion to approve the minutes from May 10 as amended, PA seconds. Vote 6-0-1.

VS makes a motion to approve the minutes from June 4 as written, JL seconds. Vote 6-0-1.

Reserve Fund Transfers:

A Reserve Fund Transfer in the amount of \$65.11 is requested for the Council on Aging Director's salary due to benefit pay-outs for the former Director. MS makes a motion to approve the transfer, VS seconds. Vote 7-0-0.

A Reserve Fund Transfer in the amount of \$1000 is requested for the Medicare Tax Account (19102-51950). MS makes a motion to approve the transfer, JL seconds. Vote 7-0-0.

A Reserve Fund Transfer in the amount of \$1523.40 is requested for the DPW overtime line item (14101-51300) to cover expenses incurred after the hurricane and October storm. AW makes a motion to approved the transfer, MS seconds. Vote 7-0-0.

A Reserve Fund Transfer in the amount of \$400 is requested for the Route 20 restroom repair; this money will be transferred to the Betterment Account (24800-57900). VS makes a motion to approve the transfer, AW seconds. Vote 7-0-0.

A Reserve Fund Transfer in the amount of \$38.88 is requested for advertising costs incurred by the BOS (11222-52000) related to committee vacancies. MS makes a motion to approve the transfer, AW seconds. Vote 7-0-0.

A Reserve Fund Transfer in the amount of \$1440.67 is requested for the Town Administrator's line item (11232-52000) for costs incurred in advertising various town vacancies: Veteran's Agent, Plumbing/Gas Inspector and Conservation Agent. AW and JL suggest that perhaps only the TA should have an advertising line item in his budget. Several bills included in this amount

are rather dated and discussion ensued regarding the need to forecast future expenses so transfers of this nature can be avoided. MS makes a motion to approve the transfer, AW seconds. Vote 7-0-0.

KS notes that the roof of the Library may need additional repairs due to water damage.

Government Services Study Committee:

KS references several e-mails that have circulated recently from the BOS chair, Tom Creamer. Priscilla Gimás (BOS) will chair this committee of five. Other members will be one additional BOS member, one FinCom member, and two residents. KS would like board members to consider serving as a liaison to this committee. He goes on to say that this project will take some time and will not be completed in a year; some departments are larger and more complex than others.

Memorandum of Findings:

KS outlines some past topics: investigate the costs of radios throughout the town (in buses, cruisers, etc.), website costs, cultivate a better relationship with Old Sturbridge Village, BOS should enforce the dock regulations thereby increasing revenue. New topics include: a job description for the new position in the Assessor's office, request that departments include betterment/capital expenditures in their respective budget request for forecasting future needs; find out if there are any penalties relating to not meeting the ADA compliance deadlines for Town buildings; investigate why internet costs and elevator inspection costs differ between town buildings and adding a facilities manager position. KS will draft this memo and circulate for comments.

New Business:

KS notes that an open letter to the Finance Committee was printed by the Southbridge Evening News recently. He goes on to say that this is a rare event and would like the board's response. LM does believe a discussion about how to respond to such correspondence is worth having and that some period of time for consideration of such correspondence is advisable. LM will draft a policy for the board's consideration.

AW would like the OPEB issue clarified (obligations, costs); KS says that the recommended amount is so high (approximately \$1,000,000) because it includes benefits that will be paid to teachers, as well as other town employees.

Committee Re-organization:

MS nominates KS as chair for FY 13, JL seconds. Vote 6-0-1.

KS nominates MS as vice-chair for FY 13, AW seconds. Vote 6-0-1.

Motion to adjourn at 8:40 pm.