

**Town of Sturbridge
Finance Committee
Meeting Minutes
April 18, 2013**

Attendees: Kevin Smith (KS), Prescott Arndt (SA), Bob Jepson (BJ), Joni Light (JL), Laurance Morrison (LM), Kathy Neal (KN), Mike Serio (MS), Arnold Wilson (AW)

Guests: Curt Meskus, Building Inspector; Shaun Suhoski, Town Administrator; Tom Ford, Police Chief; Alyssa Rusiecki, Health Agent

Meeting was called to order at 7:01 PM in the Town Hall.

Shaun Suhoski discussed a modification to the Building Inspector position. He is requesting the position be increased to full-time (37 hours per week) due to increase need for inspections plus an increase in the position's duties to include zoning enforcement agent and facilities management roles. In the role of facilities manager, the building inspector would be responsible for assessing and developing remediation plans for town building plus coordinate all service providers as needed. The salary is reflective of the top salary in the grade 11 range.

Before acting on the Department Head Salary line item, the Finance Committee requested a written job description from the Town Administrator.

LM made motion to recommend the amount of \$22,590.00 for the Building Inspector Salaries/Wages account (12411-51130); seconded by SA. So voted, 8 – 0.

LM made motion to recommend the amount of \$830.00 for the Building Inspector Purchase of Services account (12412-52000); seconded by SA. So voted, 8 – 0.

LM made motion to recommend the amount of \$1,000.00 for the Building Inspector Supplies account (12412-54000); seconded by SA. So voted, 8 – 0.

LM made motion to recommend the amount of \$300.00 for the Building Inspector Other Charges account (12412-57000); seconded by SA. So voted, 8 – 0.

The Committee discussed the details of the Police Chief's salary. The salary includes a base of \$89,137 plus an education incentive of \$22,285.

SA made motion to recommend the amount of \$111,422.00 for the Police Department Department Head Salary account (12101-51120); seconded by LM. So voted, 6 – 2.

The Committee discussed the details of the School Resource Officer (SRO) position with the Police Chief. The SRO salary is \$51,594. Since the Town pays an education incentive equal to that provided by the defunct Quinn Bill, an additional \$12,898 is factored in. Plus, there is the

benefit package cost of \$13,437. Also, included in the Police Department Salaries/Wages account is an emergency management coordinator position at 18 hours per week.

SA made motion to recommend the amount of \$1,636,076.00 for the Police Department Salaries/Wages account (12101-51130); seconded by LM. So voted, 6 – 2.

SA made motion to recommend the amount of \$232,008.00 for the Police Department Overtime Expense account (12101-51300); seconded by LM. So voted, 6 – 2.

SA made motion to recommend the amount of \$64,822.00 for the Police Department Purchase of Services account (12102-52000); seconded by LM. So voted, 8 – 0.

SA made motion to recommend the amount of \$55,855.00 for the Police Department Supplies account (12102-54000); seconded by LM. So voted, 8 – 0.

SA made motion to recommend the amount of \$5,000.00 for the Police Department Other Charges account (12102-57000); seconded by LM. So voted, 8 – 0.

SA made motion to recommend the amount of \$42,800.00 for the Police Department Capital Outlay account (12102-58050); seconded by LM. So voted, 8 – 0.

The Police Chief was asked about Article 22 – Rescind Acceptance of MGL c. 90, section 22B. He explained that 85% of the cars declared abandoned are the result of State Police action. The hearing and appeal process is resulting in too much work for the Police Department and the Finance Director (acting as hearing officer). Essentially, the Town is paying for the work of the State Police.

When asked about Article 54 – Civil Fingerprinting Bylaw, the Police Chief stated the article contained boilerplate language allows the Police Department to see out-of-state criminal records for certain license applicants.

Alyssa Rusiecki addressed the Committee respectfully asking the Finance Committee to reconsider their vote on the Board of Health Department Head Salary line item and fund it at the Town Administrator's requested level.

AW made a motion to reconsider the Board of Health Department Head Salary line item; seconded by LM. So voted, 8 – 0.

LM made a motion to recommend the amount of \$64,575.00 for the Board of Health Department Head Salary account (15101-51100); seconded by MS. So voted, 5 – 3.

Motion made to adjourn at 10:45 PM by LM; seconded by AW. So voted, 8 – 0.

Respectfully submitted,

Kevin J. Smith