

Upton Finance Committee (Fincom) Minutes, revised (Approved 030211)
February 16, 2011 at Upton Fire Department

Chairman, Joan Shanahan, called the meeting to order, with a quorum, at 7:16 PM.

Members present:	Six	Members Absent:	Two
Joan Shanahan, Chair	(JS)	Jonathan Calianos	
Steve Bern	(SB) (present until 8:00 pm)	Paul Flaherty	
Karen Glowacki	(KG)		
Jennifer Malin	(JC)		
Herman Meisner	(HM)		
John O'Sullivan	(JO)		

Chairman Shanahan announced two additions to the agenda.

1. There is a request to transfer funds from free cash to the Worcester County Retirement System.
2. The Local Community Housing Partnership Committee (LCPHP) would like to have a line item in the budget. They have no money for stamps, training and administrative needs. She explained what this committee does and that it was established by a bylaw vote at an annual town meeting. A member of the committee asked that she provide more information and she agreed to do so at the next meeting.

There was a discussion of the minutes from the meeting of February 9. Concern was expressed about the amount of detail included. The Chairman will discuss this with the Town Clerk for an opinion about the requirements of the Open Meeting law. Until the Town Clerk renders an opinion, minutes for tonight's meeting will not be typed. If the Town Clerk feels that the detail provided in the February 9 minutes are not required they will be redone.

Richard Desjardin and Al Holman made a presentation for the Board of Health. They expect that their budget will be the same except for an increase in wages. (Attachment 1: FY2012 Budget submitted by the Board of Health.)

Waste removal cost will be going up due to an increase in the tipping fee. Two more streets have been added, and some residents are moving from private pickup, which is increasing the volume. The Board is trying to improve their policing of bag usage. A fine is imposed on residents that are found using the wrong bags, and trash is not picked up at that address until the fine is paid. There was a discussion of the revenues.

There was a discussion of Nursing Services. It paid off that the town had the services of the Nurse last year since she arranged a shared cost with Mendon for H1N1 vaccine. The Nurse is also serving as the Health Agent. She is doing one job as a regular employee and one job under contract. The Board hopes that this is a short-term situation. A consultant does deeps and percs, but we should have a full time agent.

There was a discussion of dumpster permits and fees.

The Board of Health does not anticipate having any articles on the warrant at this time.

The Planning Board was not present to do a presentation. Their budget remains the same except for a salary increase. (Attachment 2: Upton Planning Board, FY2011 Budget)

The Chairman advised that there is a request to transfer from funds from the Fincom Reserve Account to the Worcester County Retirement System. This is necessary because of an oversight in calculation for 2009 for an employee in military service. There was a discussion and explanation of oversight. There is \$15,800 in the Fincom Reserve Account. Mr. Meisner made a motion to transfer \$3690.33 from the Fincom Reserve Account to pay the bill from the Worcester County Retirement System. Ms. Glowacki seconded the motion. It was approved unanimously.

A decision was made to have a meeting next week because there will be a quorum. The Chairman will post the meeting.

Matthew Bachtold, Library Director, and John Robertson, Library Trustee made a presentation for the Town Library. (Attachment 3: Draft Budget Upton Library FY2012)

There was a discussion of salary modifications. It was explained that the Library is open the minimum number of hours allowed to remain certified.

The committee reviewed and discussed other line items with Mr. Bachtold, and Mr. Robertson.

The library is required to spend a certain a percentage of their budget for materials to get state certification. Salaries have been going up, but materials expenditures have not. They are meeting the minimum requirements for certification because of assistance from the Friends of Library and other clubs. Passes count as materials. The Friends are beginning to have budget problems, but should have enough for passes. The Library cannot run programs on site since the building is not handicapped accessible. Their utilities come out of the town budget. There is a Revolving account for fines, fees and copier charges.

Special articles:

They have created a new collection, and the start up cost is considered a capital expense. If this is successful, it will be a new direction for the library. The Trustees have discussed this program at length. Since there is no new library on the horizon, they need to be creative about the services they offer. The Library is at capacity. There is no growth in circulation or visits to library. If electronic services are offered, they hope to do better. A Fincom member asked what other towns offer this? Mr. Bachtold agreed to prepare a list of towns that provide this service. There was a discussion as to why this expense was

not in the budget as materials? The Library feels that the purchase of a Nook is a capitol expense. If the program works, it will go into the regular budget.

A foreign language service is also being provided. The annual subscription is out of the regular budget.

There was a question and discussion about the possibility of providing for the Library in the Town Hall Renovation discussion. The Library Trustees submitted a request for space in but it appears there are no plans to have the library in the Town Hall.

Mr. Bern asked that Mr. Bachtold email him with the changes for salaries.

A motion was made by Mr. Meisner to adjourn at 8:57. The vote to adjourn was unanimous.

Respectfully submitted,

Ellen Arnold

Attachments:

1. FY2012 Budget submitted by the Board of Health
2. FY2011 Proposed Budget Upton Planning Board
3. Draft Budget Upton Library FY2012