

Members present: John J. O'Brien Kevin M. McCormick
 Christopher A. Rucho Steven J. Quist

Mr. O'Brien convened the meeting at 7:02 p.m.

Review, Approve, Sign And Close Warrant For May 21, 2011 Town Meeting

Mr. Gaumond reviewed the following articles with the Board.

Article 1 - Authorization To Hear The Reports Of Officers and Committees Of The Town

This is a standard article. Motion Mr. McCormick to include Article 1 on the warrant, seconded by Mr. Quist, all in favor.

Article 2 - Authorization To Borrow In Anticipation Of Revenue And To Enter Into A Compensating Balance Agreement With A Bank

This is a standard article. Motion Mr. McCormick to include Article 2 on the warrant, seconded by Mr. Quist, all in favor.

Article 3 – Under Article 3 we will be dealing with all the revolving funds of the town. The article will list the name of the fund, who is authorized to spend the fund, revenue source use of fund, FY13 spending limit and spending restrictions or comments. The Town Administrator has been removed as the authorized person under the Recycling Revolving Fund and replaced by the DPW Director as we have eliminated the pay as you throw fund there is now capacity under the authorization level.

Motion Mr. McCormick to include Article 3 on the warrant, seconded by Mr. Quist, all in favor.

Article 4 - Authorization To Expend Funds In Anticipation Of Reimbursement Of State Highway Assistance Aid

This is a standard article. Motion Mr. McCormick to include Article 4 on the warrant, seconded by Mr. Quist, all in favor.

Article 5 – Authorization To Amend The Personnel Bylaw And To Review The Classification And Compensation Plan So As To Provide Employees A Cost –Of-Living Pay Increase (2%)

This is an annual article which will provide a 2% cost of living increase to non-union employees. Mr. McCormick voiced concern that we have not completed negotiations with everyone else. Although Mr. Gaumond agrees, he noted that we have to take action at town meeting.

Motion Mr. McCormick to include Article 5 on the warrant, seconded by Mr. Quist. Vote on the motion – Messrs. O'Brien, Rucho, Quist yes; Mr. McCormick no.

Article 6 - Authorization To Set The Salary Of Elected Officials

This is a standard article. Motion Mr. McCormick to include Article 6 on the warrant, seconded by Mr. Quist, all in favor.

Article 7 - Authorization To Transfer Unexpended Funds From Fiscal Year 2012 Sewer Appropriations

This will be a \$60 sewer budget fix.

Motion Mr. McCormick to include Article 7 on the warrant, seconded by Mr. Quist, all in favor.

Article 8 – Authorization To Transfer Unexpended Funds From Fiscal Year 2012 Appropriations

This is a standard article. Motion Mr. McCormick to include Article 8 on the warrant, seconded by Mr. Quist, all in favor.

Article 9 – Authorization To Pay Bills From A Previous Fiscal Year

This is a standard article and we have a small \$500 bill from some time ago when we were fined by the DEP for something. Mr. Gaumond will report back to the Board on exactly what it was.

Motion Mr. McCormick to include Article 9 on the warrant, seconded by Mr. Quist, all in favor.

Article 10 – Vote To Reauthorize Appropriations

Motion Mr. McCormick to include Article 10 on the warrant, seconded by Mr. Quist. Mr. Gaumond explained that we put a sunset clause these four articles and we took our time on the procurement of those items. Mr. McCormick pointed out that this is not new money, it was previously appropriated. Mr. Rucho questioned whether there will be another sunset clause. Mr. Gaumond does not intend to include one. Mr. Rucho thinks it is a good idea to have a sunset clause due to the fact that some appropriations stay open for ten years. Mr. Gaumond suggested that a sunset clause could be included in the motion on town meeting floor. Mr. Rucho prefers a sunset clause. Mr. McCormick would rather not have the sunset clause and would prefer having someone track the appropriation and give a reminder and check on the progress. He thinks reauthorizations will confuse people at town meeting. Mr. Gaumond offered to clarify during town meeting. Mr. Bricault questioned whether we have a project cost number yet. Mr. Gaumond advised that we do not yet have a bid, however, the Chief thinks the ambulance will come in less than the \$220,000 we have authorized. We have no idea on the roof. A pre-bid conference was held, at which they cut into the roof and it appears it is only one layer. Mr. Bricault prefers to increase the time line and still have a sunset clause. Mr. Rucho suggested a two-year sunset clause. Mr. O'Brien suggested keeping it as is this evening and discussing it at a later time. Vote on the motion – all in favor.

Article 11 – Authorization To Appropriate Money To The Sewer Enterprise Account For Fiscal Year 2013

This is a standard article and we still have to fill in the blanks. It will be brought back again at on May 2.

Motion Mr. Rucho to include Article 11 on the warrant, seconded by Mr. Quist, all in favor.

Article 12 - Fiscal Year 2013 Omnibus Budget Appropriation Article

This is a standard article. Motion Mr. Rucho to include Article 12 on the warrant, seconded by Mr. Quist, all in favor.

Articles 13, 14 and 15 are all Community Preservation Committee articles.

Article 13 – Authorization To Appropriate Funds From The Community Preservation Revenues**Article 14 – Vote To Appropriate Funds For Community Preservation Fund Projects As Recommended By The Community Preservation Committee****Article 15 – Vote To Appropriate Funds For Community Preservation Fund Projects As Recommended By The Community Preservation Committee**

Motion Mr. Quist to include Articles 13, 14 and 15 on the warrant, seconded by Mr. Rucho, all in favor.

Article 16 – Vote To Appropriate Funds For Capital Improvement Purchases

The Capital Investment Committee will be sending the Board a list of those capital expenditures that they are recommending

Motion Mr. Quist to include Article 16 on the warrant, seconded by Mr. Rucho, all in favor.

Article - 17 - Borrowing Authorization To Construct New Substation

The Board previously voted to include this article on the warrant.

Article 18 – Authorization To Appropriate Ambulance Receipts Reserved For Appropriation For

E.M.S. Administrative Expenses

This is an annual article. We have a certain number of ambulance receipts that come in each year and we have combined all of our EMS needs into this.

Motion Mr. Quist to include Article 18 on the warrant, seconded by Mr. Rucho, all in favor.

Article 19 – Appropriation To Fund An Elderly Community Services Program

This is an annual article and the appropriation is lower due to the fact that we have funds remaining from last year.

Motion Mr. Rucho to include Article 19 on the warrant, seconded by Mr. McCormick, all in favor.

Article 20 – Vote To Appropriate Funds For Single Expenditures

Mr. Gaumond explained that we have one-time expenses, which we have identified as critical needs for the town. If we do not fund a vehicle for the Animal Control Officer we need to radically change the budget to include mileage. We are currently operating our building department without permitting software and we are concerned that our data is not being tracked. The center line painting is something we try to get done when we have available funds. The Parks Commission has a price of \$8,000 to refurbish a well which will save the town funds. The Agricultural Commission would like to purchase farm friendly community signs.

Motion Mr. Quist to include Article 20 on the warrant, seconded by Mr. McCormick, all in favor. Mr. Rucho questioned where the signs will be location and Mr. Gaumond advised that he is working with the Agricultural Commission on this.

Article 21 – Authorization To Appropriate Funds For Real Estate Cyclical Re-inspections

Mr. Gaumond noted that we do this on a periodic basic and we will be able to fund most of our requests through Overlay Surplus.

Motion Mr. Rucho to include Article 21 on the warrant, seconded by Mr. Quist, all in favor.

Article 22 - Authorization To Name Basketball Courts Located At Goodale Park

The Board approved this to go forward to town meeting

Motion Mr. McCormick to include Article 22 on the warrant, seconded by Mr. Quist, all in favor.

Article 23 – Vote To Consider Adopting Mass General Law, Chapter 59, Section 5, Clause 54

Mr. Gaumond will get a detailed explanation from the Board of Assessors on this article and report back.

Motion Mr. McCormick to include Article 23 on the warrant, seconded by Mr. Quist, all in favor.

Article 24 – Consider Voting To Reduce The Membership Of The Conservation Commission

In 1972 we established the Conservation Commission through town meeting and set the membership at seven. Mr. Gaumond would like to reduce the membership to 5, which will help them to get a quorum

Motion Mr. Quist to include Article 24 on the warrant, seconded by Mr. Rucho, all in favor.

Article 25 – Vote To Consider Adopting Mass General Law, Chapter 138, Section 33b

Mr. McCormick recused himself. We recently had a request from Pincroft Dairy for the service of alcohol prior to 11:00 a.m. This will allow the town to consider that and should a licensee wish to change their hours, they would need to individually apply to the Board, who serves as the Licensing Commission.

Motion Mr. Rucho to include Article 25 on the warrant, seconded by Mr. O'Brien. Mr. McCormick thinks this is a good idea as some people go out from brunch on Sunday and they might

want alcohol. Vote on the motion - all in favor. Mr. McCormick returned to the meeting.

Article 26 – Authorization To Transfer Funds

This article will transfer a sum of money from the Unemployment Line Item to the Unemployment Trust. Mr. Gaumond hopes to take a portion of what he thinks we will have at the end of the fiscal year and transfer to the trust. Right now, we think the figure will be \$7,000. He hopes this will be an annual article.

Motion Mr. Quist to include Article 26 on the warrant, seconded by Mr. Rucho, all in favor.

Article 27 – Authorization To Transfer Funds

This article will transfer funds to the Reserve Fund. We received a check for the Fire Chief's vehicle, which was damaged and this will reimburse the Reserve Fund.

Motion Mr. McCormick to include Article 27 on the warrant, seconded by Mr. Rucho, all in favor.

Article 28 – Authorization To Appropriate Funds To The Stabilization Fund

Article 29 – Authorization To Appropriate Funds To The Capital Investment Fund

These are standard articles and at this point should the budget pass, there will be no funds to transfer under these articles and they will be passed over.

Motion Mr. Rucho to include these articles on the warrant, seconded by Mr. McCormick, all in favor.

Review and Approve FY13 Budget

Mr. Gaumond advised that he slightly modified his revenue projections from back in January and bumped up New Growth an additional \$20,000. We are looking at \$70,000 in New Growth and \$2.1 million in local estimated receipts. We anticipate revenues to be \$20,684,747 for FY13.

Moderator – this budget has been level funded.

Selectmen – slight increase to allow the Board the ability to attend the MMA conference.

Town Administrator – slight increase to cover the expenses of the operation of the office.

Finance Committee – this line item is funded at \$0 and the Reserve Fund will be funded at \$43,200

Finance Director – slight decrease as we hired a new employee who came in at a lower rate.

Audit – this will be decreased as we do not need one or our periodic audits

Assessors – slight increase

Treasurer/Tax Collector – slight increase

Town Counsel – slight decrease

Personnel Board – funded at \$0

Computer – slight decrease

Town Clerk – slightly higher due to presidential election

Planning Board – funded at \$3,121 plus they have their revolving fund.

Public Safety Headquarters – increase of \$2,200

Town hall – slight increase in salaries. This is the account we pay our rent out of and that line item is level funded.

Town report – level funded

Police – one of the things we are doing this year is including the cruisers in the budget at the request of the Finance Committee. We did increase the training from last year. All the mobile data terminals are up to be funded and we have a uniform issue and need to purchase parking tickets.

Fire Salaries – slight increase over last year.

Communications – is slightly higher. One of items we will need to fix at town meeting is some of the grants we were hoping to get did not come through. This does not take into consideration the

possibility of regionalizing our dispatching. This is worst case scenarios and if we do not regionalize this is what we need.

Building Inspector – small increase

Sealer of Weight & Measures – level funded.

EMS - slight increase of \$2,000 will fund the emergency alert system we are looking to fund.

Animal Control – this will decrease as last year we had to include money for mileage and we will be purchasing a new vehicle.

Total Public Safety \$2,293,015

Education – will be funded at \$10,151,094. Mr. Gaumond has worked with the School Superintendent and she believes they will be able to live with that budget.

Public Works – there is an increase of \$75,000 and we included money to do additional tree work. We also included over time monies for non-snow events. The biggest cost is fuel.

Snow Removal- level funded with a small inflater for salaries and wages. Highway Salaries are increased by \$30,000, we added \$10,000 for seasonal salaries, \$10,000 for over time and \$11,000 for permanent salaries of the department. A member of the Finance Committee advised that the DPW intends to extend the work time for his seasonal employee.

Street Lighting – level funded

Trash Removal – this has increased for three reasons. When we dissolved the revolving fund the budget would need to increase by the cost of the bags. We also put in an inflater for cost of living adjustment for the collection and disposal of the trash and we anticipate a significant increase because of fuel usage. There is a \$86,500 increase, \$59,000 of which is for trash bags. Mr. Crowley questioned whether the \$59,000 has been built in now that the revenue is going into the General Fund. Mr. Gaumond noted that when we dissolved the Fund for trash we put it into our local estimated receipts. We do have an increase over last year. This is a one-time problem as long as we continue to budget the true cost of the bags. Mr. Rucho asked how much has been collected in revenue. Mr. Gaumond does not have the answer with him, however, he will forward it to him.

Landfill Monitoring – this used to be an annual article, which has been changed this year and included in the budget.

Cemetery - this line item has increased

Total for Public Works is \$1,283,813, an increase of 14% due to trash bags and DPW additional costs.

Board of Health – one of the things we are doing this year is to successfully negotiate with the City of Worcester to regionalize our health services beginning July 1. It is the same cost to the town as a whole. We will reduce what comes into the Revolving Fund and it is a net even. In exchange we hope to be getting regional Board of Health services which will dramatically increase the amount of pro active activities for the town. Mr. Rucho questioned whether they need the Revolving Fund. Mr. Gaumond advised that they will, but it will not be as rich as in the past. He believes that the regional approach will be less of a cost to the town than our current costs.

Council on Aging – no increase.

Veterans' Services – right now we are taking a status quo approach and a slight increase in the budget. Mr. Gaumond intends to revisit this in October. It is an area he is concerned about.

Total Human Services \$128,550 – an increase of 19% due to the Board of Health increase.

Library – Mr. Gaumond is not able to get the library to full MAR funding. They will be at \$321,706.

Memorial Day – no changes to this line item.

Arts Council – level funded

Total Culture and Recreation is \$322,056

MEETING**BOARD OF SELECTMEN****APRIL 25, 2012**

Debt – we have a decrease of 10.3%

Intergovernmental – we have an increase in our Regional Planning Assessment as it is based on the census.

Employee Benefits – Mr. Gaumond met with Worcester Regional Retirement to have them justify an \$100,000 increase. He was satisfied that that number is correct.

Health Insurance – we budgeted \$3.5 million, the Board concurred with a recommendation from the Insurance Advisory Committee which will give us enough capacity for some Free Cash for next year.

Life Insurance is level funded

Medicare is a percentage of your payment

We have a balanced budget with total revenues being \$20,684,747 and a budget of \$20,584,747.

Mr. McCormick noted that he did not notice anything in the budget for the Parks Commission, which would cover the costs of their new Recreation Director. Mr. Gaumond advised that those services are covered by the revolving fund, which will cover the costs of all parks services. There are no Board questions at this time. Mr. Gaumond will do a blog and a television show on the revenues and expenditures so that people will have the ability to know what is getting presented to them.

Motion Mr. Quist to approve the FY13 budget, seconded by Mr. Rucho, all in favor.

Review, Approve and Sign Town Meeting Informational Mailer

Motion Mr. McCormick to approve the Mailer, seconded by Mr. Rucho, all in favor.

NEW BUSINESS

1. Concurrence on reappointments to the Insurance Advisory Committee

Motion Mr. McCormick to concur with the following appointments to the Insurance Advisory Committee: Michael J. Kittredge, III (DPW Union), Paula Menendez (School Teachers Union), Judy Van Hoven (School Teachers Union alternate), Marcia Cairns (Gen. Gvt. Employees), David Richardson (Police Union), Cande Kristoff (School Administrative), Barbara Deschenes (Retirees), and Patricia Fanning (Municipal Light Plant), seconded by Mr. Quist, all in favor.

2. Consider Town Administrator's recommendation on Personal Property Relist Inspections

Mr. Gaumond went out to bid for the Personal Property Relist Inspections and the lowest quote came from the Regional Resources Group. He recommends the Board concur with that selection.

Motion Mr. McCormick to concur with the selection of Regional Resources Group, seconded by Mr. Quist, all in favor.

With no further business to come before the Board, motion Mr. Quist at 8:17 p.m. to adjourn, seconded by Mr. McCormick, all in favor.

Respectfully submitted,

Approved: May 2, 2012

Nancy E. Lucier, Municipal Assistant

John J. O'Brien, Vice Chairman

Kevin McCormick

Christopher A. Rucho, Clerk

Steven R. Quist, Selectman