

FINANCE COMMITTEE MINUTES

FEBRUARY 29, 2016

Present: Gerry Brayton, Bob Finnegan, William Dominguez, Tom Tacey, Christine Edwards, Kurt Kaiser, Maureen O'Sullivan, Bob Margerison, Peter Fimognari, Brenda Payette (Administrative Assistant), Mary Lauria (Town Accountant), Evan Brassard (Town Administrator), Tim Pascale (Parks and Recreation), Craig Jalbert (Water and Sewer Department)

Absent: Jim Pennington

The meeting was convened at 7:05pm

CORRESPONDENCE:

None

BILLS TO PAY OR TO APPROPRIATE:

Request for Transfer from the Reserve Fund dated 2/29/2016

Amount requested: \$4,800.00

Appropriation Account: 101-192-0192-0-0-0000-5241-E200 Maintenance Inspection

Present balance: \$300.00

Used for the following purposes: To determine the amount of asbestos still in the Hillside School building for the purpose of either demolition or renovation.

Expenditure is extraordinary and/or unforeseen: We did not anticipate needing to perform this survey prior to undertaking any estimation of the project. This funding was not included in any cost estimation for FY2016.

Mr. Kaiser made a motion to transfer \$4,800.00 from Finance Committee Reserve Fund to the Maintenance Inspection account; Mr. Brayton SECONDED, all voted YES.

MEETINGS MEMBERS ATTENDED:

None

BUSINESS / NEW BUSINESS:

Financial Updates:

Mr. Brassard provided updated budget spreadsheets and Fiscal 2017 Projections along with Expense Expenditure Ledger.

On the projections sheets items in purple such as debt exclusion 110 Main Street, Local Receipts, Free Cash and Cherry Sheet are subject to change.

He is leaving the Pathfinder figure same as last year for now until he receives a more confirmed figure. At this point the budget numbers are mostly stable and he will update the budget sheet as needed.

7:15pm Tim Pascale, Director Parks and Recreation to discuss department budget:

Parks and Recreation side:

Mr. Pascale stated that he put the full clerical salary amount of \$17,187.00 in the Above Level Services column. Currently the clerical position is funded half from the town and half from user fees from revolving fund.

Mr. Kaiser asked why there is no figure in the Equipment line for 2017. Mr. Pascale stated that since he has been Director there has not been any amount in this line item. The \$3,000.00 in 2016 budget is for a new pressure washer.

Mr. Brassard is going to check if the \$3,000 needs to be in the Parks and Recreation budget because it was allocated from the Capital Budget.

Pool side:

Repair line has \$195.00 left in the account until June 30. He is hoping no more repairs will be needed for the year, if so he will have to come back to FinCom. He said the pool is doing well and they had a great inspection. The locker room is now in need of serious repair.

Mr. Pascale said at this time he is \$500.00 in the negative but January's readings were not included. After he entered in those figures he now shows around \$63.00 in the plus.

Mr. Pascale handed out the Fiscal 2016 pool data.

7:26pm Craig Jalbert, Superintendent Water and Sewer Department to discuss department budget:

Sewer budget:

Sewer Maintenance of Joint Treatment line item increase of \$5,000. This will reflect a slight increase in the sewer bill from \$86.50 to \$87.50 a quarter or \$346.00 to \$350.00 a year per dwelling unit.

Water budget:

The Contractors System line item increase of \$3,000. Mass DEP staffing compliance requirement.

Monson needs four licensed operators, currently the town has two and two new staff members are in the training process.

These funds will be used to hire outside certified contractors if the two licensed operators are not available.

Mr. Jalbert stated that there has been a big staff turnover in this position. Ms. O'Sullivan asked why it is difficult to hire and retain staff. Mr. Jalbert answered, the pay just isn't enough.

Mr. Kaiser asked about the decrease in OT but the increase in OT meals. Mr. Jalbert stated that the licensed operators had to cover the shifts and they are at a higher rate of pay. When the two other staff members get their licenses that OT will go down but will show an increase in the meals.

Finance Committee to continue discussing budgets:

Mr. Kaiser stated that he is very pleased to see the positive results from the pool.

Overview of budget revenue as this point: \$344,005 available.

2017 above level service amount requests: \$156,851.00

Mr. Brayton asked Mr. Brassard what the town is doing in regard to LED lighting to lower energy costs.

Mr. Brassard said the town has done some LED lighting work in:

Highway Department, Fire Department, Quarry Hill School, Pool, Exterior Lights, Locker room, Granite Valley, Town Hall.

The Town was approved for the Commonwealth Compact Funding.

Next meeting is scheduled for Monday, March 7, 14, 21, and 28

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March 7- Fire Chief

March 14- Superintendent Clarke

Meeting was adjourned at 8:05pm

Respectfully submitted,

Brenda I. Payette

Administrative Assistant to the Finance Committee