

Finance Committee ~ Minutes of Meeting
Tuesday, June 25, 2002
Fairbank Senior Center
7:30pm

Present: Michael Grosberg Co-Chair, Tracy Billig Co-Chair, John Nikula, Bob Jacobson, Martha Ragonis, Bob Hurstak, Larry Rowe, Don Hutchinson, Sheila Stewart.
Also present Kerry Speidel Finance Director, Department Heads: Maureen Hafner, James Kelly, William Place, and Dennis Mannone, and Robin Porcella, Recording Secretary.

Item 1 Approve Minutes from June 11, 2002 Meeting

Co-Chairs Michael Grosberg and Tracy Billig open the meeting at 7:40pm to discuss minutes from the June 11, 2002 meeting.

John Nikula would like to see it state that Michael Grosberg was nominated to be Co-Chair and that Larry Rowe was nominated to be Vice-Chair. The previous minutes just show a vote being placed on these positions.

Bob Jacobson states concerns with Item 3 - Budget Discussion with Town Manager. Teacher's Union is the biggest and he believes the teachers should go first and set the standard for other union negotiations.

Item 2 Recognition of Outgoing Co-Chairs' Contributions

Co-Chairs Michael Grosberg and Tracy Billing offer their thanks to former member Rebecca Corkin, and former Co-Chairs James Carlton and Sheila Stewart for their time and effort put forth to the Finance Committee.

Don Hutchinson asks if there is more that the Finance Committee can do to recognize outgoing members. Kerry Speidel says the committee may order plaques if they wish. Director of Assessing, Maureen Hafner informs the committee that when a member left the Board of Assessors, they were able to have that member recognized at a Town Forum.

Michael Grosberg thanks the committee for electing him as Co-Chair, and feels it to be an honor to serve the town and voters. Tracy Billig states that she has enjoyed her past 2 years on the committee and thanks them for their confidence in electing her as Co-Chair.

Item 3 Reserve Fund Transfer Requests

- **No 02-41 to Highway/Streets Lights for \$5,700** - William Place, Town Engineer and Director of Public Works, informs the committee that this request was to cover unforeseen increases. With discussions with NStar and previous year increases, it was budgeted for a 5% increase but invoices show an 8% increase. Tracy Billig asks if the town might have this problem again next year? Mr. Place informs the committee, that a request is almost definite for next year since they only budgeted a 5% increase for FY03.

VOTED: Move to approve the Reserve Fund Transfer Request No.02-41 of \$5,700 to Highway Street Lights. On vote, 9 in favor and 0 opposed.

- **No 02-34 to Park & Recreation / General Expenses for \$1,875** - Dennis Mannone was introduced as the new park & Rec Director. Dennis Mannone, Park & Recreation Director, informs the committee that this request is to cover maintenance cost to repair the heating unit at the Atkinson Pool. Dennis Mannone informs the committee that there is a yearly contract on this unit, but that it is only for basic service and does not cover the work needed to repair the unit. He informs that committee that he is

currently working on getting estimates for a 3 to 5 year contract, and hopes to have a bid out by the fall.

Sheila Stewart asks how long he believes the system will work for. Dennis replies that the unit is approximately 13 to 14 years old, but with a good maintenance plan it should last for a while longer.

Voted: Move to approve the Reserve Fund Transfer Request No. 02-34 of \$1,875.00 to Park & recreation General Expense. On vote, 9 in favor and 0 opposed.

- **No 02-46 to Pool / General Expense for an amount up to \$28,221.00.**

Kerry Speidel, Finance Director, informed the committee that this transfer is being requested since the pool is running at a deficit due to fallen pool receipts. Dennis Mannone was introduced as the new Park & Rec Director. Since pool fees were raised last year, Mr. Mannone informed the committee that he is researching if this is a potential reason the pool is losing patrons.

John Nikula asked what was happening with Pat Savage's salary. Kerry Speidel informed him that it is currently being used to cover other budget issues this year.

Sheila Stewart asked what monies come in to the pool this time of year. Kerry Speidel estimates roughly \$30 to \$50,000.

Bob Hurstak states he has a problem approving such a request if this is going to be a consistent problem, and that ways to improve the pool should be looked at. He suggests the possibility of closing the pool during the months it is known to run in a deficit. Mr. Mannone says it is a possibility, but would be hard since yearly family plans are sold.

Dennis Mannone informs the committee that he is looking into hiring a Pool Director who would report to him, and help improve the image of the Atkinson Pool.

Michael Grosberg informs Mr. Mannone that there will be a Finance committee member assigned as a liaison to the pool.

VOTED: Move to approve a Reserve Fund Transfer No.02-46 for an amount up to \$28,221 to Pool / Salaries, to cover fund deficit . On vote, 9 in favor and 0 opposed.

Item 4 Salary Contingency Fund Transfer Requests

- **No. 02-33 to unclassified / County Retirement for \$7,094.10** - Kerry Speidel, Finance Director, informed the committee that employees are allowed to buy back 50% of their sick time at their current rate if they retire into County Retirement. Sheila Stewart asked if all employees who were budgeted for, retired. Kerry Speidel informed her that yes, and a few other employees as well.

VOTED: Move to approve a Salary Contingency Transfer in the amount of \$7,094.10 to Unclassified County Retirement. On vote, 9 in favor and 0 opposed.

- **No.02-39 to Youth Commission / Youth Coordinator Salary for \$13.66**

This request is made to cover the remaining amount due for the Youth Commissioner's salary.

VOTED: Move to approve a Salary Contingency Transfer in the amount of \$13.66 to Youth Comm. Salaries. On vote, 9 in favor and 0 opposed.

- **No. 02-45 to Pool / Salaries for an amount up to \$27,596.62** - Kerry Speidel informed the committee that this request is similar to that of No.02-46.

VOTED: Move to approve a Salary Contingency Transfer to Pool / General Expense for an amount up to \$27,596.62. On vote, 9 in favor and 0 opposed.

Item 5 Line Item Transfer Requests

- **No. 02-40 from Police / Capital to Police / various expense accounts for \$22,332.04**

Kerry Speidel informed the committee that this money is remaining after the purchase of a police cruiser. A higher return was given when trading in another vehicle.

Bob Hurstak asked what would happen with the money if a transfer were not granted. Kerry Speidel informed him that it would go to free cash. He also wanted to know why these items were not part of the budget. Kerry Speidel informed him that the police department had more retirements than what was anticipated, which increased department expenses.

Larry Rowe stated he felt that this money has already been spent, and leaves the FinCom in the position of having to approve this request. He also stated he would like a better explanation of what the police Stipends and Police General Expense are being used for. Kerry Speidel informed him she would provide the information at the July meeting,

Tracy Billig stated she liked having the Department Heads attending the meeting to discussed their Transfer Requests, and would like to have a representative attend the meeting when the Chief of Police is unable to attend.

VOTED: Move to approve Line-Item transfer No. 02-40 of \$22,332.04 from Police / Capital to various Police / Expense Accounts. On vote, 9 in favor and 0 opposed.

- **No. 02-44 from Assessor / Clerical Salaries to Assessor / Contracted Services for \$16,100.**

Kerry Speidel informed the committee that this request is to cover the expense of work contracted out to Patriot Property, who will not be able to have all the work completed by the end of the Fiscal Year. This extra work was created by a position if the Assessor's office being left vacant for the FY02. It was also one of the positions to be eliminated if the override was not passed for FY03, therefore the position could not be filled until after the override election.

Michael Grosberg asked if anyone had been hired to fill this position. Maureen Hafner, Director of Assessing, informed the committee that she had interviewed 3 potential candidates that evening. She is hoping to have someone hired within 3 weeks.

VOTED: Move to approve \$16,100 to Assessor / Contracted from Assessor / Clerical Salaries. On vote, 9 in favor and 0 opposed.

- **No. 02-43 from Building / Inspector's Salary to Building / Maintenance for \$10,000.**

Jim Kelly, Building Inspector, informed the committee that this money is left from Jack Hepting's leave of absence. The committee was informed that Jack Hepting has resigned as Building inspector, and has applied for the Assistant Building Inspector's position. The request is being made so that these funds can be used for unanticipated building maintenance.

Michael Grosberg asked if it was known what last's year amount was that was transferred. Kerry Speidel informed him that it was roughly \$14,000.

VOTED: Move to approve Line Item Transfer Request No. 02-43 for \$10,000 from Building Inspector's Salary to Building / Maintenance. On vote, 9 in favor and 0 opposed.

Item 6 Discussion of the role of Finance Committee

Co-Chairs Michael Grosberg & Tracy Billig informed the committee that they met with former Co-Chairs Jim Calton and Sheila Stewart, and with Town Manager, Maureen Valente. They handed out sheets stating the Proposed Role of the Finance Committee and Proposed role of Sudbury FinCom Liaisons. They would

like the committee to come up with 3 to 5 goals for the upcoming Fiscal Year to post on the FinCom website like the Selectmen do.

Item 7 Determine Dates for July & August Meetings

The July 9th meeting had been moved to July 16th.

The August meeting date will remain the same - August 13th.

Michael Grosberg and Tracy Billing informed the committee that they toured the facility at the Town Hall, and that the committee will need to explore dates so that they will be able to have the meeting up there.

Item 8 Follow-up Items / Other Items.

The committee was informed that the High School would like to attend a future meeting to explain budget vs assessment.

Michael Grosberg and Tracy Billig will be going over past agendas to make sure everything is caught up on.

There being no further business, the committee adjourned at 9:37pm.