

Finance Committee Meeting  
Monday, March 3rd, 2008, 1:00pm  
Judge Welsh Meeting Room  
Called to Order: 1:00pm

**Membership:**

<b>P</b>	<b>E</b>	<b>U</b>	<b>Name</b>	
	X		Gary Delius, Chair	
X			Ruth Gilbert, Vice Chair	
	X		Robert Vetrick	
		X	Virginia Ross	
		X	Thomas Thurston	
X			Walt Winnowski	
X			Edward Gage (arrived 1:20pm)	
X			Thomas Coen	
X			David Bedard	
X			Philip Gaudiano, Alternate	X Voting
X			Frederic Biddle, Alternate	X Voting

(Note: **P** = Present **E** = Excused **U** = Unexcused)

**Also Present:**

David Gardner, Asst. Town Mgr	Alex Heilala, Finance Director
David Guertin, DPW Director	Sandra Turner, Deputy DPW Dir
Dana Faris, DPW Finance Coordinator	
Austin Knight, Selectman	

**Order of Business:**

1. To review the Budgets for Divisions 4, Public Works.
2. To consider any other business which may legally come before the Finance Committee.

**Budget 192- DPW Buildings & Grounds-**

Presented by David Guertin, DPW Director, Sandra Turner, Deputy DPW Director & Dana Faris, DPW Finance Coordinator.

Discussion related to the following;

- Line item #51104-Part time seasonal. Clarification was made regarding overtime and weekends janitorial services and its relationship to the Library line item that allows for this funding.
- Line item #51105-Overtime. Was there any chance of reducing this line item. Determined that it was at its minimal amount already.
- Line items #52302-52309 Contractor RM Bldg, Repair/Maint-Equip, Repair/Maint-Bldg. Considering the current budget crises, was there any reductions to be made in these areas. Conclusion...current YTD figures show overspending in these categories...reduction is not possible.

Discussion ensued regarding VSB funding of certain items (ie. third barrel pickup) and the fact that it was a concession on their part this year for BOS backing on the waterfront park project. Clarification was necessary for future years funding regarding these items.

**Motion # 1:** To recommend budget 192-DPW Buildings & Grounds in the amount of \$831,685.

Motion By: Tom Coen

Second By: David Bedard

For: 7

Against: 0

Abstain: 0

Recuse:

**421 DPW Administration-**

Presented by David Guertin, DPW Director, Sandra Turner, Deputy DPW Director & Dana Faris, DPW Finance Coordinator.

Discussion related to the following;

- Line item #51102-Clerical Personnel. This line was previously used for DPW Administrative Asst and was cut by the BOS for FY2009. It

appears that although this position is eliminated, it may also involve an individual moving “over” to Town Hall within the Treasurer’s office.

- Line item #52125-Professional Contracted Services. It was felt that although the Budget Request Detail to some extent explained this line item, better detail is requested in the future. Not being able to fully justify the line item, it was requested to reduce it from \$10,000 to \$5,000.
- Further general discussion regarding the overall “B” Budget with no apparent reductions being found in other line items.

<b>Motion # 2:</b> To amend budget 421, DPW Administration, as follows:			
<ul style="list-style-type: none"> <li>• Reduce the B Budget line item #52125-Prof Contracted Servs by \$5,000</li> </ul>			
And to recommend the revised budget total of \$436,479.			
Motion By: Edward Gage		Second By: Tom Coen	
For: 7	Against: 0	Abstain: 0	Recuse:

**422 DPW Highway -**

Presented by David Guertin, DPW Director, Sandra Turner, Deputy DPW Director & Dana Faris, DPW Finance Coordinator.

Discussion related to the following;

- Budget A line items #51104-#51109. It appears that these line items have been reconfigured from that of prior budget periods. For a better understanding of the numbers, discussion centered on the way they are now presented versus prior years.
- Line item #51105-Overtime. It was noted that the committee was looking to each department to rethink their overtime figures and was there any way to reduce overtime. It was mutually agreed that this line could be changed from \$4,500 to \$3,500.

<b>Motion # 3:</b> To amend budget 422, DPW Highway, as follows:			
<ul style="list-style-type: none"> <li>• Reduce the A Budget line item #51105-Overtime by \$1,000</li> </ul>			
And to recommend the revised total amount of \$406,289.			
Motion By: David Bedard		Second By: Tom Coen	
For: 7	Against: 0	Abstain: 0	Recuse:

**423 DPW Snow & Ice -**

Presented by David Guertin, DPW Director, Sandra Turner, Deputy DPW Director & Dana Faris, DPW Finance Coordinator.

The committee requested YTD figures on this budget. It was determined that the A budget was at \$17,000 and that the B budget was at \$32,000 for a total of \$49,000. With the season not over with yet, we are within \$10,000 range of our 2008 budget figure of \$59,400.

A short discussion ensued regarding the fact that in calendar year January 2010 (our FY2010) we will be responsible for the discontinued portion of Route 6. That will include everything with the exception of roadway paving. FY 2010 budget will have to reflect this funding (line item#52127-Contracted Services).

<b>Motion # 4:</b> To recommend budget 423-DPW Snow & Ice in the amount of \$59,400.			
Motion By: Walt Winnowski		Second By: Phil Gaudiano	
For: 7	Against: 0	Abstain: 0	Recuse:

**431 DPW Solid Waste-**

Presented by David Guertin, DPW Director, Sandra Turner, Deputy DPW Director & Dana Faris, DPW Finance Coordinator.

There was a short intro discussion relating to the current dialog taking place regarding the proposed changes in the area of solid waste pickup (ie. Pay-per bag).

Discussion related to the following;

- Line item #51105-Overtime. It was again noted that the committee was looking to each department to rethink their overtime figures and was there any way to reduce overtime. Due to the DPW’s current philosophy regarding holiday observances, it was mutually agreed that his line could be changed from \$17,600 to \$11,000.
- Line item #52127-Contractor Servs-Recycling. It was determined that since Budget #432-Recycling Committee has its own budget of \$2,000

that this line item could be reduced by that amount and adjusted to \$10,000.

- Further general discussion regarding the overall “B” Budget with no apparent reductions being found in other line items.

<b>Motion # 5:</b> : To amend budget 431, DPW Solid Waste, as follows:			
<ul style="list-style-type: none"> <li>• Reduce the A Budget line item #51105-Overtime by \$6,600 therefore adjusting the A Budget total to \$376,560,</li> <li>• Reduce the B Budget line item #52127-Contractor Servs-Recycling by \$2,000 therefore adjusting the B Budget total to \$107,000,</li> </ul>			
And to recommend the revised total amount of \$483,560.			
Motion By: Walt Winnowski		Second By: Edward Gage	
For: 7	Against: 0	Abstain: 0	Recuse:

**432 Recycling Committee -**

Presented by Michael Ledger and Amy Germain.

<b>Motion # 6:</b> To approve budget 432, Recycling Committee, as presented in the amount of \$2,000.			
Motion By: David Bedard		Second By: Edward Gage	
For: 7	Against: 0	Abstain: 0	Recuse:

**439 DPW Solid Waste Disposal-**

Presented by David Guertin, DPW Director, Sandra Turner, Deputy DPW Director & Dana Faris, DPW Finance Coordinator.

General discussion revolved around the efforts of the Recycling Committee and the subsequent increase in recycling revenues. These efforts will no doubt reduce the oval tonnage and resulting dumping fees that would be assessed at SEMASS.

<b>Motion # 7:</b> To approve budget 439, DPW Solid Waste Disposal, as presented in the amount of \$230,600.			
Motion By: Frederic Biddle		Second By: Tom Coen	
For: 7	Against: 0	Abstain: 0	Recuse:

**Other Business-**

**02/28 Banner Article-**

Tom Coen brought to the attention of the committee a misquote in the Banner issue of February 28<sup>th</sup>. The quote...”the finance committee has voted to recommend to voters that they reject the school budget for the past several years”. The fact is that with the exception of April 2004, the finance committee has recommended the school budget as presented for the years 2002 through 2007. It was suggested that a Letter to the Editor be drafted to correct the reporting error. Tom “volunteered” to draft such a letter.

<b>Motion # 8:</b> To recommend that a Letter to the Editor be drafted & submitted to the Banner to address the reporting error of February 28 <sup>th</sup> , 2008.			
Motion By: David Bedard		Second By: Edward Gage	
For: 7	Against: 0	Abstain: 0	Recuse:

**Misc-**

Further discussion involved the committee’s budget cutting progress at this point. Alex Heleila said she would gather the information and report back at a future meeting.

Briefly discussed...the topic of “reduction of services”.

Next Meeting:	March 5, 2008 @ 10:15 am
Adjourn:	4:40pm
Minutes by:	Walt Winnowski

Approved by \_\_\_\_\_ on \_\_\_\_\_, 2008  
 Gary Delius, Chair