**Board of Finance**

**Regular Meeting Minutes**

**Wednesday October 17, 2012**

**7pm Clifford B. Green Memorial Center**

**Present:** Gene Michael Deary, David Fuss, Jeff Otto, Kim Conroy, Carla Demers and Melissa Bradley; Recording Secretary

**Absent:** Rick Ives

**Also Present:** Bob Kelleher and Drew Dionne

1. **Call to Order:** Gene Michael Deary called the meeting to order at 7:05pm.
2. **Acceptance of Previous Minutes:** David Fuss made a motion to accept the minutes of 9/19/12 as presented. Kim Conroy seconded he motion. Motion passed 5-0.
3. **Welcome New Member:** Mr. Deary welcomes Jeff Otto back to the board and it is a pleasure to have him serve. Mr. Otto thanks the Democratic Town Committee for nominating him.
4. **Selectman’s Report:** Given by Bob Kelleher in Mr. Tanner’s absence.

* The bucket truck has been approved. Approximately $9,000 will be our share.
* The Selectmen agreed to hire a consultant to oversee the Wal-Mart project. Mr. Tanner is going to contact Malone MacBroom for a proposal. Mr. Kelleher states we are lacking the expertise in Town. The Board is concerned where the funds will come from to cover the cost because this was not budgeted. The Town was aware of this project for three years and the staffing has not changed, the board feels this should had been dealt with prior to now and budgeted to cover the cost. Mr. Kelleher states the building official has already hired a consultant which he budgeted for in the current budget. The board agrees the consultant position should go out to bid.
* Riverside is almost complete; we are just waiting on an easement to bring power down to the park.
* The board of fire commissioners next meeting is October 29. Mr. Deary reiterates the board asked for specific data concerning the current ambulance service. Data requested was two years of all associated revenues and expenses. Mr. Kelleher will ask it be included at the October 29th meeting.
* The Board of Education will include finance director discussion with the Selectmen at their 10/24 meeting.
* No updates on Probate moving. Mr. Tanner is still in discussions with them. The Recreation Commission toured the Tiffany Street facility and was not interested in moving, mostly because of the part of Town it is located in. Mr. Deary feels it is Recreation’s responsibility to uplift any part of Town. Mr. Tanner is working on getting plans of the building.
* Both unions are close to closing negotiations.

1. **2012-13 Budget Discussion:** The board questions why the engineering line 4-1103 is expensed 64% when this should be paid quarterly. Mr. Deary asked for Sherri to email the answer.
2. **November 2012 BOF Meeting Date:** Gene Michael Deary made a motion to cancel the November 21st meeting and hold a special meeting on November 14th at 7pm at the Clifford B. Green Memorial Center. Jeff Otto seconded the motion. Motion passed 5-0.
3. **Committee Liaison Assignments & Reports**

* David Fuss reports the School Wall Committee has a $68,000 contingency and approximately $90,000 in change orders. Ms. Demers would like to look over the change orders in more detail and discuss them with the clerk of the works. She will report back at the November meeting. The board requests the school wall committee to present to the Board of Finance in November regarding their progress.
* Kim Conroy reports Spooky Nights is progressing swiftly. They have begun set up and doing a great job. Tickets sales are nearing the thousand mark.

1. **Other Business:** Mr. Keller would like to add a Selectmen Forum will be held November 27th at the school; Hazardous waste day is October 27 at the landfill from 9-2; and a reminder elections have been moved to the elementary school.
2. **Public Comment:** None
3. **Adjourn:** Jeff Otto made a motion to adjourn the meeting at 8:11pm. Carla Demers seconded the motion. Motion passed 5-0.

Respectfully Submitted;

Melissa J. Bradley

Recording Secretary