**Board of Finance**

**Regular Meeting Minutes**

**Wednesday March 20, 2013**

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

**Present:** Rick Ives, Cara Demers, David Fuss, Jeff Otto and Melissa Bradley; Recording Secretary

**Arrived at 8pm:** Kim Conroy and Gene Michael Deary

**Also Present:** Austin Tanner, Bob Kelleher, Drew Dionne, Bucky Lohbusch, Mike Gaudreau, Dave Lee and Media

1. **Call to Order:** Mr. Ives called the meeting to order at 7:12pm.
2. **Acceptance of Previous Minutes:** David Fuss made a motion to accept the minutes of February 20, 2013 as presented. Carla Demers seconded the motion. Motion passed 4-0.
3. **Selectman’s Report**
* Mr. Tanner shares a report from Hooker and Holcombe regarding the pension plan. 7.5% of payroll is currently used to determine the contribution rate, and suggested we make no changes at this time.
* Jim Larkin from NECCOG has been appointed the interim Land Use officer. He will have hours at the town hall on Mondays from 8:30am until 10:30am or if needed.
* Capital items in the current budget that have not been spent are:
	+ Software for the building department – the amount was not enough to buy it. Currently looking into sharing with another town.
	+ Heater at the school – waiting for the evaluation to be completed
	+ Disc golf and lawn equipment – timber harvesting needs to be completed before installation; equipment-aerator is on order and the slice seeder is through the ICE grant still in progress.
1. **2013-14 Budget Discussion- Board of Fire Commissioners:** Dave Lee, chairman of the Fire Commissioners, presents the budget for East Brooklyn at a 2.03% increase and Mortlake at a 0% increase. Each department’s safety equipment request is flat from last year, as well as the ambulance subsidy. There will be no money returned to the Town this year. Discussion held on why this amount has dropped in the last couple years, ending at zero. The board has received a more detailed budget in the past, and requests the same this year. Mr. Lee also states he is need of a secretary for his meetings. He does not have a place in his budget for this, the board will add one.
2. **2013-2014 Budget Discussion – Parks & Recreation Commission:** Bucky Lohbusch, Recreation Director, presents the Recreation Commission budget with an $14,556 increase. Mr. Gaudreau states the Recreation Commission has put in for an increase of hours for the office staff. They feel with the new parks and programs in Town, it is going to require more work in this department. Park Maintenance budget increased by $1,250. The proposed revenue budget for 2013-14 is $148,259. The board asks if a seasonal employee has been added with the extra parks that will increase maintenance. Mr. Lohbusch states they did not because the Selectemen have been in discussion about a new position that would affect Parks and Recreation. The board feels if the help is needed, the Recreation Commission should look into adding additional help at this time. The commission will revisit this item in the budget.
3. **2012-2013 Budget Discussion:** The board requests the transfer station to revisit their budget because they are not coming near their projections for the third year in a row. Mr. Tanner states the highway negotiations have been completed and the Town Hall is almost completed. Mr. Ives will ask Sherri for the recreation report.
4. **RFP-Auditor:** Approximately six RFP’s went out and three were received in. Ms. Demers drafted a sheet of the bids. The board will interview two of firms to discuss their proposals.
5. **Committee Liaison Reports:** Mr. Dionne reports the capital committee is moving along well and will be ready for presentation soon.
6. **Other Business:** The next meeting will be April 3rd to hear the School’s budget; April 10th for the Town and Capital budget.
7. **Public Comment:** None
8. **Adjourn:** Carla Demers made a motion to adjourn the meeting at 9:10pm. Kim Conroy seconded the motion. Motion passed 3-0.

Respectfully Submitted;

Melissa J. Bradley

Recording Secretary