**Board of Finance**

**Regular Meeting Minutes**

**Wednesday May 15, 2013**

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

**Present:** Rick Ives, Jeff Otto, Gene Micheal Deary, Kim Conory, Carla Demers and Melissa Bradley; Recording Secretary

**Absent:** David Fuss

**Also Present:** Austin Tanner, Bob Kelleher, Drew Dionne, Sherri Soucy, Dr. Berry, Mae Lyons, Sheila Johnson, Joe Voccio, Joan Trivella, Bob Rossi, JoAnn Gerardi-Voccio and Jim Kelley

1. **Call to Order:** Mr. Ives called the meeting to order at 7:11pm.
2. **Acceptant of Previous Meeting Minutes:** Jeff Otto made a motion to accept the previous meeting minutes from May 1st and May 8th, 2013 as presented. Kim Conroy seconded the motion. Motion passed 5-0.
3. **Budget Discussion-Board of Education:** Mr. Ives recaps the board of education meeting regarding hiring a finance director. After a lengthy discussion, the vote was tied and no decision was made. JoAnn Gerardi-Voccio, chairperson of the Board of Education, feels a finance director is the in the right direction. Her feeling from members was concern of layoffs, splitting of jobs and preparing a job description. Mr. Otto states the intent was not to bring layoffs but rather bring the two entities together. Mr. Kelly suggests a compromise of a part time finance director for the town hall and a part time general contractor as the board of education voted on previously. All members present from the board of education discussed their opinions. The Board of Finance is in agreement the school and Town Hall are in need of a finance director and the Board of Selectmen agrees it is needed to a degree. Jeff Otto made a motion to add public comment. Gene Michael Deary seconded the motion. Motion passed 5-0. Joe Voccio offers his opinion after attending a few meetings and being active in Town. He states the findings from the audit report suggest correcting our appearance of not having the structure we ought to be at. Mr. Voccio suggests having this position be primarily a Board of Education position and putting the money for the director in the budget and after the hearing, both boards getting together to craft what this position should be. Jeff Otto made a motion to end public comment. Gene Michael Deary seconded the motion. Motion passed 5-0.
4. **2013-14 Budget Discussion:** The general government plans to return $215,000 to the reserve, $7,000 from the Board of Education and $15,000 from Recreation. Mr. Tanner suggests using the LOCIP funds for the capital projects. This would reduce $75,000 from being expensed from the budget for capital. The board agrees to fund the finance director from the general government budget and not in the school budget. Jeff Otto made a motion to reduce the recommended Board of Education budget by $50,000, and encourage the Selectmen and the Board to enter into some discussions after the budget is adopted and September (or so) what is the best way to move forward to utilize those funds. Gene Michael Deary seconded the motion. Mr. Deary thanks everyone for their input, it is a very important topic and that it is necessary mutual goals are defined to move forward to make this happen. Mr. Otto states though he may not agree with some members of the Board of Education not in favor of this, he does understand their point of view and was not suggesting the Board of Education isn’t working in the best interest of the Town. Motion passed 5-0. The Board of Education budget total is $16,645,269.

Gene Michael Deary made a motion to adopt a budget at $21,508,442 in revenues, $21,974,473 in expenses, requiring .19364 mill movement, leaving 7 ½% in reserves, taking $128,481 from reserves to balance the budget. Carla Demers seconded the motion. Mr. Otto would like to see the reserve move towards 8%. If the finance director is trimmed back for nine months of salary and benefits and the gazebo is removed, this would put $57,000 back into reserve, making a .19 mill movement and 7.75% in reserves. Discussion held on the gazebo, it is suggested to be left in and let the residents decide if they want to take it out. Carla Demers withdraws her second. Jeff Otto made a motion to adopt a budget as discussed except to only fund the finance director position for nine months and include the gazebo in the budget. This would increase the mill rate by approximately 2/10ths, the reserve would be at approximately 7.68%. Gene Michael Deary seconded the motion with the corrections of the reserve would be at 7.63%. The finance director would be reduced by $27,750 broken down $18,750 in salary and $7,000 in benefits. Motion passed 5-0.

1. **Selectman’s Report:** Mr. Tanner reports he has applied for a grant to paint the Town Hall.
2. **Auditor RFP:** Mr. Ives explains Marcia Marien submitted a proposal for the next three years for auditing services. She was the highest bidder out of the three bids received. The two other bidders are small independent companies, one just starting out on their own. The board discusses a one year contract instead. This year the Town paid $22,800 and the School paid $18,000 for auditing services. Jeff Otto made a motion to stay with the current auditor O’Connor Davies for a one year engagement for approximately $45,000. Carla Demers seconded the motion. Motion passed 5-0.
3. **Committee Liaison Reports**
* Fire departments submitted a twenty year plan for capital. The Fire Commissioners sent it back and asked them to spread the purchases out more evenly over that twenty year period.
* Recreation received a complaint from a neighbor to Prince Hill Park that base balls, soft balls and golf balls are ending up in their yard across the street. There is a fence but the balls are going over it. The department is looking into a solution, possibly a curved top for the fence or netting in the trees.
1. **Other Business:** Jeff Otto made a motion that the chairman and Mr. Deary be authorized to review the calculations over the next couple days before publication and be authorized to make any adjustments necessary to the budget. Gene Michael Deary seconded the motion. Mr. Ives states if he found there was extra, it would be put back into reserves. Motion passed 5-0.
2. **Public Comment:** None
3. **Adjourn:** Jeff Otto made a motion to adjourn the meeting at 10:40pm. Carla Demers seconded the motion. Motion passed 5-0.

Respectfully Submitted;

Melissa J. Bradley

Recording Secretary