**Board of Finance**

**Regular Meeting Minutes**

**Wednesday September 18, 2013**

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

**Present:** Rick Ives, Gene Michael Deary, David Fuss, Carla Demers & Melissa Bradley; Recording Secretary

**Late Arrival:** Jeff Otto and Kim Conroy

**Also Present:** Austin Tanner, Sherri Soucy & the Bulletin

1. **Call to Order:** Mr. Ives called the meeting to order at 7:03pm.
2. **Acceptance of Previous Meeting Minutes:** Gene Michael Deary made a motion to approve the meeting minutes from August 21, 2013 as presented. Carla Demers seconded the motion. Motion passed 4-0.
3. **Public Comment:** None
4. **Selectman’s Report**
* A new Town Attorney, Eileen Duggan, has been hired and Peter Janus, as the labor attorney.
* A Town Hearing and Town Meeting will be held on September 24 at 7pm at the Middle School to discuss and vote on the probate lease, cleaning contract, improvement of three roads and repair of the Recreation Department truck.
* Trooper Tanksley is working on the DUI grant for Brooklyn.
* NECCOG is about a year out purchasing building software, Mr. Tanner states we are going to look into purchasing on our own because the funds are already appropriated.
* School wall project is not completely closed, but the contractor has been fully paid.
1. **WPCA Authorization:** Mr. Fuss explains the WPCA is set up different than the Housing Authority because the sewer authority is set up through the Town and the Town collects the money. It would be a 40 year note, $1,115,000 at 2.75%. Of that, $374,000 is grant money. The current system has not been improved for over thirty years. The loan will be paid back through usage charges and there will be a slight increase in residential, an increase for commercial and a higher increase for the jail being they are one of the biggest users. The Board of Selectmen has approved this and would still need to go to the Planning & Zoning Commission and a Town Meeting. Mr. Ives will discuss with the auditor, Marcia Marien, setting up an enterprise account to separate these funds from the general government books. Jeff Otto made a motion to approve the resolution to recommend an appropriation of $1,489,000 for upgrades and improvements to the Town’s sanitary sewer collection system, and the finance the appropriation by accepting from USDA a grant of $374,000 and a loan of $1,115,000, or by issuing town bonds, notes or temporary notes in an amount not to exceed $1,489,000 and in addition that funding for this project be isolated in a spate enterprise account in our accounting so that the source and funding be transparent Gene Michael Deary seconded the motion. Motion passed 6-0.
2. **2012-13 Budget Discussion:** Mr. Ives reports the expenses came in $337,000 below budget and the revenues $160,000 in the positive, mostly from the Wal Mart building permit. A couple options with the funds are to leave them and they will go directly back into the reserve or pay down debt. The board would like to invite Janette Marcoux to the next meeting to discuss some pay down options. Mr. Ives will contact her. Gene Michael Deary made a motion to accept the year end transfers as presented. Carla Demers seconded the motion. Motion passed 6-0.
3. **2013-14 Budget Discussion:** Mr. Otto is concerned with the highway department budget being high already. Mr. Tanner explains a tank and fuel was installed in the new garage. The alarm system also came in over budget by $150.
4. **Town Hall Function Study Discussion:** The Selectmen agreed at their last meeting to hold off on any more discussion of the study until after the election. Mr. Ives reiterates the board thought the study would include salaries and the school and this may be a good time to restructure the study more towards this. Gene Michael Deary would like to see a plan in place and this discussed in the next 90 to 120 days. Mr. Ives does not want to see the Board of Education backed off from, but because of elections, there will be changes on board. Gene Michael Deary offers his assistance in any way to move the discussions with the Superintendent.
5. **BAN Payment Discussion:** Janette Marcoux will be at the next meeting for discussion.
6. **Committee/Board Liaison Reports**
* The board would like an update from the capital committee.
* Recreation Commission is searching for a Recreation Director. The ad will be posted this week and due on October 18th. Sand was ordered for Riverside park and the wrong sand was delivered. The volleyball court lays in center, so that is being held up as well. The assistant recreation director has requested more hours in the absence of a Recreation Director and Steve Philips has volunteered to take on Spooky Nights in conjunction with the assistant director.
* Mr. Tanner reports the extra hours for the assistant to the recreation director were approved with the Town and Union.
1. **Other Business**: None
2. **Public Comment**: None
3. **Adjourn**: Gene Michael Deary made a motion to adjourn the meeting at 8:07pm. Carla Demers seconded the motion. Motion passed 6-0.

Respectfully Submitted;

Melissa J. Bradley

Recording Secretary