

Sturbridge Finance Committee  
Meeting Minutes  
March 24, 2016 ~ Town Hall  
7:00pm

Call to Order:

The chairman called the meeting to order at 7:00pm with the following finance committee members present: Jim Waddick (JW), Mike Serio (MS), Larry Morrison (LM), Kathy Neal, Chairman (KN), Joni Light (JL), Kevin Smith (KS), and Suzanne Smiley (SS).

Reserve Fund Transfer:

The finance director requests \$2,500.00 for Energy Consulting to continue additional tech support for the two solar projects that were paid for out of a grant. The initial grant was for \$12,500.00 and has been depleted. BlueWave Capital need to continue with the services provided by Beacon Integrated Solutions, and the town needs to continue consulting services throughout the negotiations. The financial partner for BlueWave has pulled out and negotiations are still ongoing to continue this project for the town. JL asked what the repercussions would be if the funding was not provided for the consulting services. JW answered that a consultant has a level of expertise that the BOS may not have, especially during the negotiations. KS asked if there was intent to fund this via a warrant article or to add it to the line item budget. KN was not certain, but seemed to think it would likely be through a warrant. KS asked for the balance in the reserve fund, which was noted to be \$94,701.00. KS moved the motion to approve \$2,500.00 for Energy Consulting to account 19102-52119; MS seconds. Motion approved 7-0-0.

Line Item Budget

Recreation – Jim Waddick

JW confirmed that the battery pack was for the replacement for the AED located at Cedar Lake. There was discussion around the salary for the recreation director, and JW had initially thought the increase was not adding up to the amount of hours worked and perhaps the hourly rate was incorrect. JL stated that the recreation director is not an hourly position and in fact was made a department head in FY16 which entitles her now to the merit pool; perhaps the hourly rate he was quoted was for her position at the BOH. KS further confirmed the figures for her salary last year were accurate, and the percentage increase was in line with the town administrator's COLA increase for FY17 for department heads. JW moved the motion to approve line 158 for Supplies Account 16302-54000 for \$3,163.00; KS seconds. Motion approved 7-0-0.

Going through the line item budgets, KN noted she received answers from the finance director to questions from previous discussions. The gate cost in the Conservation Committee's budget are for security. They will serve to keep both autos and ATV's off the property. One gate will be installed at the 7 Allen Road entrance which is a cart road. The second gate will be installed at 277 New Boston Road, the main access to the community forest. Fire and Police will have keys for emergency access similar to the gates at Leadmine Mountain. As for getting money from CPC (Community Preservation Committee), Glenn Colburn indicated that he was not sure if CPA (Community Preservation Act)

money can be used for maintenance and upkeep of town property, but would confirm. SS asked if a permit was needed for the gate to be installed in which LM answered it was doubtful that a town could give a permit to themselves. MS raised the question on whether or not the gate was considered a “permanent structure” which would raise additional questions as it is on conservation lands. KS said the planning department had very specific definitions of what a permanent structure includes, and was unable to locate specifically gate. LM stated it was likely dependent on how far one must go into the ground to secure the [gate posts].

Conservation Committee – Kathy Neal

Reviewing the budget in Purchase of Services, KN noted that the professional services increase was for forest management for the Plimpton parcel and lake testing. Noteworthy is that the forest management may even bring in money for logging. KN moved the motion to accept the budget line items as follows:

Lin	4		Purchase of		
e	9	11712-52000	Services	\$11,200.00	MS seconds. Motion accepted 7-0-0
Lin	5				
e	0	11712-54000	Supplies	\$2,217.00	MS seconds. Motion accepted 7-0-0
Lin	5				
e	1	11712-57000	Other Charges	\$600.00	MS seconds. Motion accepted 7-0-0

Senior Center Building – Jim Waddick

JW reviewed the Purchase of Services budget. Most of the items were straight forward. Rug cleaning, he added, was low due to the fact that they have very few rugs in the building. They do have upholstered chairs and he would ask if these were on a cleaning plan. KN asked about the repairs category and what were they specifically. JW noted mostly general repairs. He also noted that the boilers were quite old and did not realize the town approved a new boiler in FY16. This sparked a lot of discussion which was timely to when Leon Gaumont (LG), the Town Administrator entered the meeting. LG explained that the boilers were not, in fact, replaced yet. However, the town raised the bid two months prior when he found out they had not been executed, and he expected the boilers to be replaced imminently. LG also said the roof bid had not gone out, either. That was also approved in FY16. KS asked about the \$2,000.00 for burner service and whether or not it was needed. LG said it may not be needed with the new boilers in FY17. JW asked LG about the internet charges and why he budgeted a higher number than Melissa. He said he would research it. JW moved the motion to accept line 72 for Supplies Account 11952-54000 for \$2,700.00; SS seconds. Motion accepted 7-0-0.

Council on Aging – Jim Waddick

Moving to the Purchase of Services, KN asked about the advertising costs. KS had many questions around the usage of the building, and how it was stated that 40% of the seniors using the facilities were non-Sturbridge residents. These non-residents are not asked to pay anything additional outside of the fitness classes, and Sturbridge was picking up this cost for a large population outside of Sturbridge raising the question as to whether or not it was beneficial for the town to pick up the costs. MS stated that there is a strong social environment that enriches these people who go to the center and putting a cost to that was complicated. After much discussion around the attendance,

services provided, membership costs and potential policy tweaking, JW said he would ask Melissa Beauchemin (the director of the Council on Aging) to come to one of the finance committee meetings.

### Old Business

KS asked about the warrant and when it was expected. KN had nothing yet but hopeful to get it within a week.

KS moved the motion to adjourn at 8:30pm; SS seconds. Motion accepted 7-0-0.

/jml