

Finance Committee Meeting Minutes
Town Hall ~ April 11, 2017
Sturbridge, MA

Call to Order:

The chair called the meeting to order at 7:00pm. The following committee members were present: Kathleen Neal (KN), James Waddick (JW), Suzanne Smiley (SS), Joni Light (JL), Jared Burns (JB), Michael Serio (MS), Larry Morrison (LM), Bruce Boyson (BB), and Mike Hager (MH).

Line Item Budget Review

The following line items were reviewed for Economic Development. The motion was moved to accept by JW:

Line:	Account:	Economic Development		
46	11772-52000	Purchase of Services	\$200.00	JW; MS seconds. Motion accepted 9-0-0.
47	11772-54000	Supplies	\$1,200.00	JW; MS seconds. Motion accepted 9-0-0.
48	11772-57000	Other Charges	\$200.00	JW; MS seconds. Motion accepted 9-0-0.
		Total Expenses	\$1,600.00	
		Economic Development Total	\$1,600.00	JW; MS seconds. Motion accepted 9-0-0.

The following line items were reviewed for Facilities. The motion was moved to accept by MS:

Line:	Account:	Facilities		
49	11911	Personnel Costs	\$60,480.00	MS; SS seconds. Motion accepted 9-0-0.
50	11912-52000	Purchase of Services	\$200.00	MS; SS seconds. Motion accepted 9-0-0.
51	11912-54000	Supplies	\$1,000.00	MS; SS seconds. Motion accepted 9-0-0.
52	11912-57000	Other Charges	\$300.00	MS; SS seconds. Motion accepted 9-0-0.
		Total Expenses	\$1,500.00	
		Facilities Total	\$61,980.00	MS; SS seconds. Motion accepted 9-0-0.

The following line items were reviewed for the Police Department. Line 66 was reduced by \$920.00 as a charge was erroneously carried over from FY17 that is not required in FY18. The motion was moved to accept by JL:

Line:	Account:			
66	12102-52000	Purchase of Services	\$86,284.00	JL; JW seconds. Motion accepted 9-0-0.
67	12102-54000	Supplies	\$64,250.00	JL; JW seconds. Motion accepted 9-0-0.
68	12102-57000	Other Charges	\$7,064.00	JL; JW seconds. Motion accepted 9-0-0.
69	12102-58050	Capital Outlay	\$106,000.00	JL; JW seconds. Motion accepted 9-0-0.
		Total Expenses	\$263,598.00	JL; JW seconds. Motion accepted 9-0-0.

The follow line items were reviewed for the Fire Department. The motion was moved to accept by JL:

Line:	Account:	Fire Department		
70	12201	Personnel Costs	\$1,157,544.00	JL; JB seconds. Motion accepted 9-0-0.
71	12202-52000	Purchase of Services	\$86,406.00	JL; MH seconds. Motion accepted 6-1-2 (SS opposed, JW & LM abstained).
72	12202-54000	Supplies	\$63,900.00	JL; MH seconds. Motion accepted 9-0-0.
73	12202-57000	Other Charges	\$7,100.00	JL; MH seconds. Motion accepted 9-0-0.
		Total Expenses	\$157,406.00	
		Fire Department Total	\$1,314,950.00	JL; MH seconds. Motion accepted 9-0-0.

Discussions continued around staffing issues brought before the committee by the building inspector, as well as the fire department and DPW. MH said he would have further dialogues with the inspector to understand the priorities. Additionally, MH said he would discuss with the Town Administrator and Finance Director. JB said he would have similar conversations with Greg Morse, DPW, to understand how the recent decision to withdraw one of the job vacancies will impact his department.

The following line items were reviewed for the DPW Department. The motion was moved to accept by JB:

Line:	Account:	Department of Public Works		
90	14101	Personnel Costs	\$885,154.00	JB; LM seconds. Motion accepted 9-0-0.
91	14102-52000	Purchase of Services	\$80,329.00	JB; LM seconds. Motion accepted 9-0-0.
92	14102-54000	Supplies	\$76,240.00	JB; LM seconds. Motion accepted 9-0-0.
93	14102-57000	Other Charges	\$1,430.00	JB; LM seconds. Motion accepted 9-0-0.
		Total Expenses	\$157,999.00	
		Department of Public Works Total	\$1,043,153.00	JB; LM seconds. Motion accepted 9-0-0.

The following line items were reviewed for the Town Road Maintenance. The motion was moved to accept by JB:

Line:	Account:	Town Road Maintenance		
94	14212-52400	Repairs and Maintenance	\$0.00	JB; SS seconds. Motion accepted 9-0-0.
95	14212-52410	Private Road Maintenance	\$6,000.00	JB; SS seconds. Motion accepted 9-0-0.
96	14212-52430	Road Construction	\$0.00	JB; SS seconds. Motion accepted 9-0-0.
		Total Expenses	\$6,000.00	
		Town Road Maintenance Total	\$6,000.00	JB; SS seconds. Motion accepted 9-0-0.

The following line items were reviewed for Snow & Ice Removal. The motion was moved to accept by JB:

Line:	Account:	Snow & Ice Removal		
97	14231	Personnel Costs	\$46,350.00	JB; LM seconds. Motion accepted 9-0-0.
98	14232-52000	Purchase of Services	\$65,000.00	JB; LM seconds. Motion accepted 9-0-0.
99	14232-54000	Supplies	\$85,000.00	JB; LM seconds. Motion accepted 9-0-0.
		Total Expenses	\$150,000.00	
		Snow & Ice Control Total	\$196,350.00	JB; LM seconds. Motion accepted 9-0-0.

The following line items were reviewed for the Landfill/Recycling Center. The motion was moved to accept by MS:

Line:	Account:	Landfill/Recycling Center		
100	14301	Personnel Costs	\$108,422.00	MS; BB seconds. Motion accepted 9-0-0.
101	14302-52000	Purchase of Services	\$157,460.00	MS; BB seconds. Motion accepted 9-0-0.
102	14302-54000	Supplies	\$15,270.00	MS; BB seconds. Motion accepted 9-0-0.
		Total Expenses	\$172,730.00	
		Landfill/Recycling Center Total	\$281,152.00	MS; BB seconds. Motion accepted 9-0-0.

The following line item was reviewed for Community Health. The motion was moved to accept by MS:

Line:	Account:	Community Health		
107	15152-53850	Community Health Care Total	\$4,000.00	MS; JW seconds. Motion accepted 9-0-0.
		Total Expenses	\$4,000.00	
		Community Health Care Total	\$4,000.00	MS; JW seconds. Motion accepted 9-0-0.

The following line items were reviewed for Veteran's Services. The motion was moved to accept by JW:

Line:	Account:	Veterans' Services		
114	15431	Personnel Costs	\$5,150.00	JW; JB seconds. Motion accepted 9-0-0.
115	15432-52000	Purchase of Services	\$250.00	JW; JB seconds. Motion accepted 9-0-0.
116	15432-54000	Supplies	\$575.00	JW; JB seconds. Motion accepted 9-0-0.
117	15432-54100	American Legion	\$1,600.00	JW; JB seconds. Motion accepted 9-0-0.
118	15432-54400	Memorial/Veterans' Day	\$3,000.00	JW; JB seconds. Motion accepted 9-0-0.
119	15432-57000	Other Charges	\$500.00	JW; JB seconds. Motion accepted 9-0-0.
120	15432-57700	Veterans' Benefits	\$50,000.00	JW; JB seconds. Motion accepted 9-0-0.
		Total Expenses	\$55,925.00	
		Veterans' Services Total	\$61,075.00	JW; JB seconds. Motion accepted 9-0-0.

The following line items were reviewed for the Trails Committee. The motion was moved to accept by MH:

Line:	Account:	Trails Committee		
131	16502-52000	Purchase of Services	\$200.00	MH; JW seconds. Motion accepted 9-0-0.
132	16502-57000	Other Charges	\$100.00	MH; JW seconds. Motion accepted 9-0-0.
		Total Expenses	\$300.00	
		Trails Committee Total	\$300.00	MH; JW seconds. Motion accepted 9-0-0.

The following line items were reviewed for the Historical Commission. The motion was moved to accept by MS:

Line:	Account:	Historical Commission		
133	16902-52000	Purchase of Services	\$300.00	MS; SS seconds. Motion accepted 9-0-0.
134	16902-54000	Supplies	\$200.00	MS; SS seconds. Motion accepted 9-0-0.
135	16902-57000	Other Charges	\$100.00	MS; SS seconds. Motion accepted 9-0-0.
		Total Expenses	\$600.00	
		Historical Commission Total	\$600.00	MS; SS seconds. Motion accepted 9-0-0.

The following line items were reviewed for the Debt Principal. The motion was moved to accept by SS:

Line:	Account:	Debt Service Principal		
136	17102-59193	Burgess Elementary Project	\$915,000.00	SS; JL seconds. Motion accepted 9-0-0.
137	17102-59192	Town Hall	\$175,000.00	SS; JL seconds. Motion accepted 9-0-0.
		Total Expense	\$1,090,000.00	
		Debt Service Principal Total	\$1,090,000.00	SS; JL seconds. Motion accepted 9-0-0.

The following line items were reviewed for the Debt Service Interest. The motion was moved to accept by SS:

Line:	Account:	Debt Service Interest		
138	17502-59250	Short-Term Interest	\$10,000.00	SS; JL seconds. Motion accepted 9-0-0.
139	17502-59193	Burgess Elementary School	\$419,331.00	SS; JL seconds. Motion accepted 9-0-0.
140	17502-59192	Town Hall	\$80,368.00	SS; JL seconds. Motion accepted 9-0-0.
		Total Expenses	\$509,699.00	
		Debt Service Interest Total	\$509,699.00	SS; JL seconds. Motion accepted 9-0-0.

The following line items were reviewed for Unclassified. The motion was moved to accept by SS:

Line:	Account:	Unclassified		
141	19102-51700	Group Insurance	\$1,725,710.00	SS; JL seconds. Motion accepted 9-0-0.
142	19102-51750	Unemployment	\$25,000.00	SS; JL seconds. Motion accepted 9-0-0.
143	19102-51800	Worcester Retirement System	\$1,171,263.00	SS; JL seconds. Motion accepted 9-0-0.
144	19102-51950	Medicare Tax	\$216,000.00	SS; JL seconds. Motion accepted 9-0-0.
145	19102-52110	Street Lights	\$60,000.00	SS; JL seconds. Motion accepted 9-0-0.
146	19102-52119	Energy Consulting	\$5,000.00	SS; JL seconds. Motion accepted 9-0-0.
147	19102-52630	Town Audit	\$25,000.00	SS; JL seconds. Motion accepted 9-0-0.
148	19102-52640	School Audit	\$4,000.00	SS; JL seconds. Motion accepted 9-0-0.
149	19102-52650	OPEB Study	\$7,500.00	SS; JL seconds. Motion accepted 9-0-0.
150	19102-53030	Legal Fees	\$20,000.00	SS; JL seconds. Motion accepted 9-0-0.
151	19102-53070	Tax Title	\$7,500.00	SS; JL seconds. Motion accepted 9-0-0.
152	19102-53090	Town Report	\$3,000.00	SS; JL seconds. Motion accepted 9-0-0.
153	19102-57410	Insurance Blanket	\$340,000.00	SS; JL seconds. Motion accepted 9-0-0.
154	19102-57800	Reserve Fund	\$143,000.00	SS; JL seconds. Motion accepted 9-0-0.
		Total Expenses	\$3,752,973.00	
		Total Unclassified	\$3,752,973.00	SS; JL seconds. Motion accepted 9-0-0.

No Old/New Business and No Public Access

MH moved the motion to adjourn at 9:12pm; JL seconds. Meeting adjourned.

/jml