

Minutes

Board of Finance Meeting

March 18, 2014

Town Hall Room 206 7:30 PM

CALL TO ORDER

Liz Mao, Chairman, called the meeting to order at 7:32 p.m. All members of the Board of Finance were present. Also in attendance was Finance Director Kate Clarke Buch. The meeting was broadcast live over Channel 79.

CONTINGENCY TRANSFERS OVER \$5,000

- **Regulatory Counsel \$95,000.00 (BOS 03/17/2014)**

Kate Clarke Buch indicated that the Planning and Zoning Regulatory department is experiencing higher legal fees due to two pending cases. Jeremy Ginsberg, Planning and Zoning Director, decided to be proactive and request the transfer early.

Gwen Mogenson moved to approve. Passed 7 – 0.

APPROVAL OF MINUTES

- **January 22, 2014**
- **February 11, 2024**

Gwen Mogenson requested a small change on the February 11, 2014 minutes. Changes were made after the meeting.

Bruce Orr moved to approve both sets of minutes. Passed 7 – 0.

BUDGET DISCUSSION

Election Administrators – Bruce Orr and Frank Huck reviewed this budget.

- Kathy Hammell, the Democratic Registrar of Voters and John Visi, the Republican Registrar of Voters, were in attendance and reported that the voting machines approved by the state are failing. They perform the maintenance; however, parts are very expensive. They indicated that there is only one supplier in the state, which may explain the high cost of the equipment. They reviewed several scenarios and outlined their potential impact on the budget.

General Government (Board of Selectmen through Probate) – Bruce Orr and Frank Huck reviewed this budget.

- They met with Karl Kilduff, Town Administrator and reported that a majority of the changes are due to salary increases. Kate Buch noted that all Union contracts are open and that the salaries in the current contracts are included in the 2014-15 budget. She also indicated that any rate increase beyond what is budgeted will be pulled from the contingency account.

Planning & Zoning – Gwen Mogenson and Jamie McLaughlin reviewed this budget.

- They met with Jeremy Ginsberg, the Planning & Zoning Director. They reported that by law, the town needs to update the town's plans. Expenses for the effort will be spread over three years, starting with the 2014-15 budget. Their budget is up close to 3% due to costs of this three year project.

Community Environment – Gwen Mogenson and Jamie McLaughlin reviewed this budget.

- They reported that these funds are used for plantings and any other town beautification needs. Most if not all of the work is done by volunteers.

Employee Benefits/Risk Management – Chairman Liz Mao and Frank Huck reviewed this budget.

- **Employee Benefits** - Kate Buch provided information on employee benefits. She stated that the Town's benefit consultant does not believe that benefits will increase more than 10%.
- **Risk Management** – Kate Buch reported that there will be a small increase in workers compensation premiums. Final figures will be provided after budget season.

Debt Service – Chairman Liz Mao and Frank Huck reviewed this budget.

- Chairman Liz Mao made a recommendation to use some of the general fund balance for the purchase of Short Lane. Kate Buch and several Board members agreed that using a percentage of the general fund balance to cover some of next year's budget would be appropriate.

Public Works – Chairman Liz Mao and Gwen Mogenson reviewed this budget.

- Liz Mao and Gwen Mogenson met with Robert Steeger, Director of Public Works. Mrs. Mogenson reported that most money budgeted is for capital expenses. She highlighted that they are looking into installing GPS equipment in each public works vehicle and that they would use Veoci emergency management software to monitor vehicle locations.

OTHER BUSINESS

Nothing reported.

ADJOURNMENT

There being no further business, Bruce Orr made a motion to adjourn. David Lopiano seconded the motion. Passed 7 – 0 at 9:32 p.m.

Respectfully submitted,
David Lopiano
Clerk