

Special Board of Finance Meeting
5:30 p.m., Monday, April 27, 2015
2nd Floor Conference Room, Town Hall

Minutes

1. Call to order

Lorraine Coe called the meeting to order at 5:50 p.m.

In attendance: Lorraine Coe, Rosemarie Naples, Laurie Tuttle, Molly Nolan

Via Phone: Martin Anderson

Absent: Helen Larkin

Others in attendance: Maryjane Malavasi, George Eames IV

2. 2015-2016 Budget

Board members discussed the following budget items.

A. Salaries

MOTION BY ROSEMARIE NAPLES SECONDED BY LAURIE TUTTLE TO RE-OPEN FY2015-2016 BUDGET. ALL AYE

Lorraine Coe stated that she wanted to hold additional discussion regarding salaries. As stated at the last meeting the budget represented a zero increase across the board, noting that union negotiations have just begun and the Board has no control over union salaries at this time. She asked Maryjane Malavasi to prepare a spreadsheet that separated town employees into grade categories, budgeted hours, current and projected salaries, COLA increase (1.7%) and 53rd week. The Board discussed each category and made the decision on cola increases and payment of 53rd week.

Salary Increases

MOTION BY ROSEMARIE NAPLES SECONDED BY MOLLY NOLAN FOR NO INCREASE IN BASE SALARIES FOR: ELECTED OFFICIALS, NON-UNION NON-EXEMPT EMPLOYEES, NON-UNION EXEMPT EMPLOYEES, OR PERMANENT PART-TIME OR MONTHLY EMPLOYEES. ALL AYE

MOTION BY ROSEMARIE NAPLES SECONDED BY MOLLY NOLAN TO APPROVE THE STATE MINIMUM WAGE INCREASE FOR PART TIME EMPLOYEES, CURRENT HOURS WORKED WILL REMAIN THE SAME. ALL AYE

53rd Week

MOTION BY LAURIE TUTTLE SECONDED BY MOLLY NOLAN TO PAY NON-UNION NON-EXEMPT EMPLOYEES 53RD WEEK AT THEIR HOURLY RATE. ALL AYE

MOTION BY LAURIE TUTTLE SECONDED BY MOLLY NOLAN TO PAY NON-UNION EXEMPT EMPLOYEES 53RD WEEK AT THEIR CURRENT RATE. TUTTLE, NOLAN, ANDERSON, COE; AYE. NAPLES; NAY

MOTION BY LAURIE TUTTLE SECONDED BY MOLLY NOLAN TO PAY PERMANENT PART-TIME OR MONTHLY EMPLOYEES CATEGORY; LIBRARY ASSISTANTS ONLY, THE 53RD WEEK AT THEIR CURRENT HOURLY RATE. ALL AYE

MOTION BY LAURIE TUTTLE SECONDED BY MOLLY NOLAN TO REDUCE #6020 CONTINGENCY TO \$109,000 AND TO ADD #6015 CONTINGENCY FOR UNION NEGOTIATIONS IN THE AMOUNT OF \$36,000. ALL AYE

Martin Anderson left the meeting at 6:40 p.m.

B. #6520 – Reserve Fund 9220 Buildings

MOTION BY LORAIN COE SECONDED BY ROSEMARIE NAPLES TO RE-OPEN 6520 RESERVE FUND TRANSFERS; 9220 BUILDINGS. ALL AYE.

L. Coe explained that the Board had originally started putting monies into the reserve account for buildings for emergency repairs such as when the roof collapsed on the public works building in 2011. The Board was then approached by the Public Safety Facility Renovations Committee where they presented a complete plan for \$14M and the Board agreed to put additional monies aside to lessen the impact on the taxpayer once the project was approved by the town. L. Coe explained that she met with Andy Meiman since their last meeting and was updated on the current plan which is estimated at approximately 5M. She stated that reserve monies to date will help with bonding if and when the time comes, while still continuing to put monies aside for emergencies.

Maryjane Malavasi presented the Board members with estimates of what a \$5M bond at 3.5% over 15 years and 20 years (P&I) would look like and the effect the use of current reserve monies would have on the total bond payment and budget.

After discussion of Board members the following motion was made:

MOTION BY ROSEMARIE NAPLES SECONDED MOLLY NOLAN TO REDUCE #6520 RESERVE FUNDS TO \$716,020; THE REDUCTION OF \$395,000 TO BE TAKEN FROM #9220 BUILDINGS. ALL AYE

MOTION BY ROSEMARIE NAPLES SECONDED BY MOLLY NOLAN TO RESCIND THE MOTION MADE ON APRIL 21, 2015 REQUESTING A TOWN MEETING FOR A TOTAL BUDGET OF \$7,350,870 AND TO SEND TO THE ANNUAL BUDGET MEETING A TOTAL TOWN BUDGET FOR FISCAL YEAR 2015-2016 IN THE AMOUNT OF \$6,984,272, LESS STATE AND LOCAL REVENUE OF \$1,268,576, FOR A NET TOWN BUDGET OF \$5,715,696. ALL AYE.

3. **Adjourn**

MOTION BY MOLLY NOLAN SECONDED BY ROSEMARIE NAPLES TO ADJOURN AT 7:00 P.M.
ALL AYE

Respectfully submitted,

Beth Moncata