

Finance Committee Meeting
Via Zoom
Monday, February 22, 2021
6:00 pm

Present: Jay Riley (JR), David DiTullio (DD), Michelle Vasquez, (MV), Susan Smiley (SS), Dick Trussell (DT), Cheryl Gariepy (CG) Town Finance Director

SS Made a Motion to Call the Meeting to Order at 6:04 pm, MV 2nd, Vote 5 Yes, 0 No

Minutes were not available from the 2/9/21 meeting

- 1) Selectmen Budget Discussion
 - a) Salary increases are contractual
 - b) Adjustments to budget line items
 - i) Repairs/Maintenance for copier was reduced to \$0 since it was not used in prior years
 - ii) Professional/Technical increased \$256 – used for Zoom/Employment Advertisements/Pre-employment exams
 - iii) Communications was reduced to \$0 since it was not used in prior years
 - iv) Legal Advertising decreased by \$300
 - v) General Code increased \$2500 – this was moved from the Town Clerk budget line
 - vi) Assabet Valley/Norfolk costs are \$25k. This is to cover out of district costs for students attending these schools. To date no transportation costs have been assessed.
 - 2) Town Counsel Budget Discussion
 - a) Reduced legal costs by \$2500
 - 3) Facility Maintenance Budget Discussion - Wages are contractual
 - 4) Town Buildings Energy/Maintenance Budget Discussion
 - a) Reductions to Waste/Utilities/Gasoline/Diesel based on prior year actual numbers
 - b) Other Purchased Services increased \$6,200 because of the need to purchase electrostatic sprayers. This should be reimbursed by the State.
- JR left meeting at 7pm
- 5) Miscellaneous Budget Line items
 - a) Animal Control Budget Discussion – reduced kennel expense by 5%
 - b) Communication Dispatch - increased \$970
 - c) Street Lights – reduced by \$7500
 - d) Veterans Benefits – Benefits Allowance reduced \$8k
 - 6) Risk Management Budget Discussion – increased insurance policies by \$39,649. Based on actual costs
 - 7) Community Development and Planning Budget Discussion
 - a) Salary increases are contractual
 - b) Planning Director resigned, moved \$82k of wages to the Compensation Reserve
 - c) Removed ADA Interpreter since it was not used in prior years. May need to reinstate based on needs.
 - 8) Inspectional Services – salary increases are contractual

- 9) Board of Health
 - a) Salary increases are contractual
 - b) Reduced Landfill Maintenance by \$3200
 - c) Added Deven's Hazardous Waste to budget for \$3700
- 10) Town Clerk Budget Discussion
 - a) Town Clerk resigning – moved \$61.4k to Compensation Reserve
 - b) Salary increases are contractual
 - c) Reduced training by \$900
- 11) Elections Budget Discussion – reduced temporary wages from \$7500 to \$5000
- 12) Other Items – Town is looking for HR Director
- 13) New Business
 - a) Nashoba Regional School District assessment to Town increased by 3.35%
 - b) Nashoba Regional School District feasibility study assessment to Town is \$7500
- 14) Next meeting 3/22/21

SS made a motion to Adjourn at 8:40 pm – 2nd by MV, Vote 4 Yes, 0 No