

BOARD OF FINANCE
JULY 18, 2016
MINUTES

Present: J. Scherban, D. Traynor, L. Saunders, J. Olsen, and K. Carr

Absent: O. NejdI, J. Scully Welch and L. Santos

Also present: J. Murphy

Scherban called the meeting to order at 7:00 PM. Everyone stood for the pledge of allegiance.

APPROVE MINUTES

J. Olsen made a motion, seconded by D. Traynor to approve the minutes from June 20, 2016. The motion was unanimously approved with abstentions from Saunders and Carr.

L. Saunders made a motion, seconded by J. Olsen to seat K. Carr for O. NejdI. The motion was unanimously approved.

CORRESPONDENCE

There were no new correspondences at this time.

VISITOR AND PUBLIC COMMENTS

No one wished to speak at this time.

FIRE TRUCK FINANCE PLAN

J. Murphy recommended waiting until the fall before determining how to pay for the truck. The first payment isn't due for six months. The board is looking at all finance options available to offset the cost of the fire truck. It could be a lease purchase or an outright purchase. K. Carr made a motion, seconded by D. Traynor to table this until we get closer to the day of payment which isn't due for six months. The motion was unanimously approved.

PUBLIC WORKS LEASE/PURCHASE PLAN FOR LARGE EQUIPMENT

The town has already approved \$25,000 in capital for the purchase of a street sweeper. The town's brush cutter is in need of replacing due to extensive repairs that are needed. J. Murphy recommended doing a 10 year lease purchase for both the street sweeper and the brush cutter. There will be no appropriation request this year. The lease/purchase cost will come out of Public Works repair & maintenance account. D. Traynor made a motion, seconded by L. Saunders to approve the purchase of a \$200,000 street sweeper and \$160,000 brush cutter pursuant to the 10 year lease agreement which is appropriated in the annual budget and send to a town meeting. The motion was unanimously approved.

BOARD OF FINANCE
JULY 18, 2016
MINUTES

FINANCE DIRECTOR'S REPORT AND LINE ITEM TRANSFERS

Budget Transfers and Account Closures

D. Traynor made a motion, seconded by L. Saunders to approve the following 2015/16 budget transfers and send the Police Department transfer request of \$24,125.35 to a town meeting. The board would like the Harbor Commission to be notified that all budget transfer requests will not be approved without a signature. The motion was unanimously approved.

Police Department

Increase salaries \$22,988.85, longevity \$.02 and vehicle maintenance \$1,136.48
Decrease salaries PT \$12,321.19, salaries OT \$11,785.09 and uniform expense \$19.07
Total transfer request of \$24,125.35

WSAM Maintenance

Increase repairs & maintenance \$536.12 and cleaning supplies \$41.44
Decrease training \$445.00 and WSAM overtime \$132.56

Animal Control – PD

Increase salaries \$6.60 and decrease postage \$6.60

WPCC

Increase convention & dues \$352 and decrease salaries \$352

Public Works

Increase overtime fields \$2,864.13 and decrease overtime snow/ice \$2,864.13

Communications – PD

Due to the deficit request J. Murphy recommended only increasing the salaries – part time line item to cover most of the shortage in salaries. J. Murphy said next months the line item transfers will take care of the remaining overage accounts.

Increase salaries PT \$9,036.52 and decrease salaries \$3,234.50, uniforms \$275.02, training \$3,416.96, repairs & maintenance \$1,635.92, stationary & supplies \$100.51 and equipment \$373.61

Park & Rec

Increase salaries \$3,856.29, salaries OT \$1,278.96
Decrease salaries PT \$5,135.25

BOARD OF FINANCE
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K. Carr made a motion, seconded by J. Olsen to close the following accounts as recommended by the Finance Director. The motion was unanimously approved.

Fund 22 Reval – Balance of \$10,683.46
Fund 43 Police 75th Celebration - \$196.34
Fund 44 350th Celebration - \$66.72

J. Murphy reviewed the monthly budget reports with the board.

COMMITTEE/LIAISON REPORTS

Various updates were reported by each of the board members.

OLD BUSINESS/NEW BUSINESS

K. Carr requested to have an opinion from the new auditors on the Morgan Building Committee's approval of two new trucks. K. Carr felt they should have come out of a capital budget as opposed to being paid out of the furniture, fixtures and equipment account from the new Morgan School. K. Carr distributed Board of Selectmen minutes from July 11, 2012 and Morgan Building Committee minutes from May 18, 2016 and June 12, 2016. The board approved K. Carr's request. J. Murphy will bring this to the auditor's attention.

L. Saunders made a motion, seconded by K. Carr and unanimously adjourned the meeting at 7:50 PM.

Respectfully submitted,

Mary Schettino

Administrative Assistant