

**Finance Committee Meeting  
April 23, 2013  
Butterick Building Room 205**

Members in attendance: John Kilcoyne, Robert Brown, Patrick Fox, Mary Cliett, Barbara Bartlett, and Town Administrator, Terri Ackerman. (Absent member: Joseph Sova. Resignation of Lisa Call took effect at the end of March, creating one vacancy on committee.)

Chairman John Kilcoyne called meeting to order at 7:20 PM.

Approval of Meeting Minutes

Committee reviewed minutes of meetings from:

December 11, 2012

February 12, 2013 (amendment required – remove words “General Fund”)

March 2, 2013 (amendment required – remove part-time employee name)

March 5, 2013

March 12, 2013

March 19, 2013 (amendment required – remove part-time employee name)

March 26, 2013

Patrick Fox moved to approve minutes of the following meetings after amendments are made: December 11, 2012, February 12, 2013, March 5, 2013, March 19, 2013, and March 26, 2013. Seconded by Mary Cliett. All in favor.

Minutes of March 2 and March 12 meeting required additions and will be reviewed again after completed.

Transfers

Town Clerk, Dawn Michanowicz met with the Finance Committee to discuss Reserve Fund Transfer Requests:

Town Clerk requests transfer of \$8,921.00 from the Reserve Fund for Election Worker wages for two Special Elections, and wages of Police Detail (in lieu of Constable, who is on the ballot for Annual Town Election). Moved by Patrick Fox, seconded by Robert Brown. All in favor.

Town Clerk requests transfer of \$3,000.00 from the Reserve Fund for other costs of the two Special Elections (to include voting machine memory chips, postage, banner, supplies). Moved by Mary Cliett, Seconded by Barbara Bartlett. All in favor.

Police request transfer of \$12,000.00 from Reserve Fund to Police Wages to fund shortage caused by two extended sick leaves. Moved by Robert Brown, seconded by Mary Cliett. All in favor.

Assessors request transfer of \$11,965.09 from Reserve Fund to pay the interest on the Verizon New England (FY2009) Abatement. Moved by Robert Brown, seconded by John Kilcoyne. All in favor.

Moderator requests Alternative Year-End Appropriation Transfer of \$500.00 from Moderator Salary to Moderator Expenses. This is for matching funds for grant for electronic signboard (Fire, Police, and DPW will split the rest of the balance due, and Homeland Security is matching.) Moved by Patrick Fox, seconded by Mary Cliett. All in favor.

Fire Department requests Alternative Year-End Appropriation Transfer of \$5,000.00 from Fire Wages to Fire Expense to pay remainder of FY13 vendor bills (such as oil, building repair, HVAC failures, and repair to outrigger jack on Ladder 1.) Moved by Patrick Fox, seconded by John Kilcoyne. All in favor.

Ambulance requests Alternative Year-End Appropriation Transfer of \$5,000.00 from Ambulance Wages to Ambulance Expense to pay remainder of FY13 vendor bills (such as education reimbursement for paramedic school, and repairs to Ambulance 1.) Moved by Patrick Fox, seconded by John Kilcoyne. All in favor.

#### Discussion of Special Town Meeting Articles

After the Committee reviewed Summary Sheets with the Town Administrator, Special Town Meeting Articles were discussed:

STM Article 1: Transfer Free Cash to Capital Fund. Patrick Fox moved to transfer ALL Free Cash to Capital Fund. Seconded by John Kilcoyne. All in favor.

STM Article 2: Transfer Free Cash to Stabilization Fund. Patrick Fox moved to table this article. Seconded by John Kilcoyne. All in favor.

STM Article 3: Fund Deficit due to Snow and Ice.

STM Article 4: Bills from Prior Fiscal Years. (N/A)

STM Article 5: Transfers During FY13. (N/A)

Mary Cliett moves to table all three articles (STM 3, 4, 5). Seconded by Barbara Bartlett. All in favor.

STM Article 6: Kendall Hill Road Water Tank Rehab. Patrick Fox moves to recommend support of Article. Seconded by Mary Cliett. All in favor.

Discussion of ATM Article 14: Fund Equipment/Furnishings for Senior Center, Committee felt they could possibly support this article if it included the figure proposed by the architect which was \$155,000, but not the amount of \$250,000 appearing in the current article. Motion to not support as written made by Patrick Fox. Seconded by John Kilcoyne. Vote unanimous.

Discussion of ATM Article 18: Ballot Question. Patrick Fox stated that he is meeting with the Attorney General's Office in Worcester for clarification on the wording.

Next Meeting: June 18, 2013 from 6:30 - 7:30 PM

Motion to adjourn: Robert Brown. Second: Mary Cliett

Meeting adjourned 9:24 PM