

MINUTES OF SELECTMEN'S MEETING MAY 19, 2009

Chairman Petraitis called the meeting to order in the Senior Center at 7:03 PM with all members present.

I. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to approve the minutes of May 12, May 13 and May 14, 2009 as written. So voted.

II. OLD BUSINESS

A. Mr. Petraitis discussed drafting a memo to all town departments regarding fees that are currently being charged. The Board believes it is the due diligence of the town to see where we are regarding surrounding communities in regard to services we charge for. Mrs. Walter has a DOR memo that will be forwarded along with a memo written by Mr. Filipkowski to all town departments to request that all fees they charge be reviewed. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to draft the letter and send the DOR report to all town departments. So voted.

B. Holden Hospital Funds Mrs. Walters discussed that we currently have approx \$12,000 in the Holden Hospital account. Requests have come in totaling \$16,000 from NB Police, EMS and NBEMA. Mr. Filipkowski had received and shared with the Board additional paperwork from Doug Blood NBMEA Director on the breakdown of his request. Mrs. Walters informed that the funding for FY10 would come after July 1. All were in agreement the requests were within guidelines of the funds. Mrs. Walters moved and Mr. Filipkowski seconded, a motion to defer a decision on all request until after July 1 when the new year's allotment is delivered to the town. So moved.

Mrs. Walters informed all that a memo was sent to the school from the Finance Committee, and that all non-union school employees have agreed to a wage freeze for FY 2010. Mrs. Walters also informed all that the school committee has approved the school's FY 2010 budget.

June 4th Joint meeting FIN COM, BOS, Department heads and the public will be held at the NB Elementary school auditorium at 7 pm. This is an open forum to review the budget and to develop strategies from FY 2010. The Board strongly urges all to attend and bring their ideas and ask questions.

III. NEW BUSINESS

A. Mrs. Walter read a letter from the Thomas Waugh, owner of Statz Sports Pub and Grill. Mr. Waugh is requesting a 1 day pouring License on June 6th from 3-

10 pm for a Lions Club fundraiser. Mr. Waugh anticipates overflow from his establishment, and intends to set up a tent in the back of his property to accommodate this overflow. Mrs. Walters made a motion to grant a one day license and Mr. Filipkowski seconded. All in favor, so moved.

B. Mr. Filipkowski read a letter regarding the resignation of James Baird from Finance Committee. Mr. Baird was looking to resign from the FINCOM, but wanted to stay active on the Police Building Committee. All of the board thanked Mr. Baird for his time and effort spent on all committees and regretfully accepted his resignation from the Fin Com. Mrs. Walters made a motion to accept the letter with regret, Mr. Filipkowski seconded. All in favor so moved.

C. Review Article requests for June 19 STM. Articles were read and discussion was held on each. Mrs. Walters pointed out that at this time the Article can read "sum of money," but in the motion the amount must be exact. It was also discussed that an appropriation from Nancy re: Town Counsel would need to be added to the warrant.

D. Anticipate Spending report- Town Accountant There were two transfers of appropriation brought before the board. The first was from the unemployment account (account # 001.913.5100.000) to NBEMA expense (account # 001.291.5700.000) in the amount of \$1,228 for Generator repair for the December 2008 ice storm. Mrs. Walters made a motion to approve, Mr. Filipkowski second. All in favor, so moved. The second transfer was from the Chapter 90 interest account (# 001.751.5913.000) to the Ice Storm Salary account (#001.423.5135.000) in the amount of \$122.64 for a police off duty detail. Mrs. Walters made a motion to accept the transfer, Mr. Filipkowski second. All in favor, so moved.

E. Audit Recommendations. Discussion was held on the audit recommendations and the need to implement them for FY 2010. Among these were: Payment Vouchers and Time Sheets. Mrs. Walters explained that the use of these sheets for each department would ensure accountability for payroll purposes. Deputy Collector Fees should also be included in the warrant process. This helps to provide a system for tracking. It was also discussed that the current system for receipts deposits needs to be reviewed and signed off by all department heads each fiscal year. This sign off will constitute a "read and understood" of the process and will ensure all are in compliance.

F. Weekly agenda was discussed. Mr. Petraitis wants to have the agenda process be as transparent as possible. The belief of the board is that if citizens know ahead of time, it leads to more involvement. Some ideas for future agenda items were a "Harvest Fest" for the town and the need for individuals to create a float for the Quaboag Plantation celebration and finally the discussion with LPAC regarding their information on operations.

There being no further business, Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to adjourn at 7:51 PM. So voted.

Respectfully submitted,

Robert Filipkowski
Clerk, BOS