

Finance Committee Meeting held on March 11, 2021 @6:30 at Police Station

Present: Karen Kiley, Michelle Petraitis, Chet Lubelczyk, Tara Hayes, Robert Locatelli, alternate Kathy Crevier

Absent: April Hubacz

Guests: Dale Kiley, Joe Holway, Shiela Leblanc

Meeting was chaired by Karen called to order at 6:30

- Minutes of 2/25/21, motion by Chet to accept, seconded by Michelle, voted unanimous
- Fire Department Budget
 - Chief Holway said he leveled funded his budget as asked
 - The Assistant Chief line item funding will be used for other items
 - Appointing someone this upcoming FY
 - Upcoming projects / expenses
 - Aerial ladder needs inspection
 - Drain hydraulic fluids & replace
 - Air packs
 - Need to be inspected after so many years
 - Small purchases
 - Example: 3 padlocks for hovercraft bought from office supplies line item
 - Is this okay?
 - Purchase from correct line item to help see where shortfalls are
 - Are we setting a dollar amount for transfer/approval for small purchases?
 - Chet: Do up to \$50 per transaction/\$250 cumulative?
 - Air Pack Lease
 - Supposed to be from GGG monies
 - Dale checking vote & if STM needed
 - Use Asst Chief monies, FinComm, other available monies
 - Meet on the 18th to finish
 - Heater in highway barn
 - Postpone
 - Heater in Highway barn not working
 - Bay that stores the ladder truck
 - Joe said that it has been occasionally struck when backing in the truck
 - The hydraulics on the ladder truck didn't work during the fire at Vibram last week
 - Got a free heater from Techo Bloc
 - \$1200 to install
 - Wondering if Highway can help pay for it.
 - Questions
 - How long has it been broken?
 - What kind of heater?
 - Is this something that Scott can install?
 - It is the beginning of March; heat won't be as much of a priority.
- Follow up on Highway from last meeting
 - Chipper acct has \$25,000; requesting \$23,800 additional to buy brand new chipper
 - Discussion included that \$25k was the amount asked for and why is a 15" chipper needed
 - Understand power but cost prohibitive?
 - Motion made by Tara, seconded by Chet to leave the \$25,000 in the chipper account, take \$17,000 from salary account (from employee no longer in department); have department repair existing mower deck to 100% and any balance can go into the chipper account; voted unanimous

- Grinder/mulching head & tractor
 - Not feasible at this time
- Salt Shed repair to fascia
 - Wait until next year
- Pick up truck
 - Can wait
- Transfers
 - \$2,300 from BOS Technology Expense acct to BOS Purchase of Services
 - To cover the cost of the appraisal at 63-65 Donovan Rd
- Benefits Eligible Positions
 - Board of Assessors
 - What is the current job description / number of hours
 - Make the positions 19 hours per week, no benefits
- BOS Advertising account
 - Could make revolving but there are guidelines
 - Maximum amounts
 - Look at what is being charged
 - Some towns are charging \$100/permit
 - Could do costs for mailing, advertising plus permit fee
 - Or when an application is filed, the applicant would be responsible for and show proof of mailing & advertising
- Town Beach Committee
 - Kathy is new to the committee & trying to understand history
 - Agreement made in 1983
 - Beach belongs to East Brookfield but the towns share costs as appropriated in their respective budgets
 - Kathy was meeting with Raeann Barnes on Tuesday, March 16th
 - Our budget for the beach is \$9,000
 - We provide the boat and pay for porta-potties and electricity
 - Talked about possibly combining Town Beach, Playground & Town Forest into a Recreation Committee and combining funding
 - Would need to be appointed rather than elected
- Next meeting on March 18, 2021 @6:30
 - Follow up with Joe
- Motion to adjourn at 8:06

Follow up items

- FinComm Transfer to DDC - notified
- Sewer Debt to begin? FY22
- Notify Library of salary decision - notified

Capital Plans

- Highway
 - Chipper
 - Mulcher/mower machine
 - Truck
 - Salt shed repairs to fascia