

TOWN OF NORTH BROOKFIELD

FINANCE COMMITTEE

Minutes of the Meeting of Wednesday, May 18, 2016
North Brookfield Police Department @ 6:30 p.m.

Present: Chet Lubelczyk, Debby Maggio, Sheila Orsi, Pete Dupell, Bob Locatelli
Absent: Rob Miner
Guest: Eric Hevy

The Meeting was called to order at 6:31 p.m. by Sheila Orsi. Sheila chaired the Meeting.

1. We are postponing the minutes of the last two meetings because they haven't been prepared for discussion. Sheila Orsi presented the minutes from the Feb 23, 2016 meeting. Chet moved that we approve and Bob seconded. Unanimous to approve.
2. The School District sent us an updated budget request. They have lowered their budget request by over \$300,000. We are discussing adding choice in / choice out goals to incentivize them starting with next year's budget. Pete Dupell is working with Dr. Tencza to see how we can implement this going forward. Looks like they are budgeting a 1.5% increase in salaries for next year, but collective bargaining is ongoing.
3. We discussed the ongoing grant process for the fire truck. Should have an announcement on the decision soon.
4. Bob Locatelli put budget numbers from last year and this year into an Excel sheet for comparison. We went over the departmental budget line by line and decided on our recommendations. We will discuss them next week with the BOS at our joint meeting.
5. Transfer requests. \$4500 from NBPd gasoline line item to their officers' expense item to cover keypad software/hardware problem. Debby moved they approve. Bob seconded. Vote to approve unanimous. \$471.68 from Treasurer from Ch. 90 interest fund monies into school window interest line item because of a closing date difference. Chet voted we approve. Sheila seconded. Vote to approve unanimous.
6. Requests for Finance Committee Emergency Fund. The Veterans' Agent needs money to attend a conference in June. She is out of funds as she has more veterans to take care of and has been working more hours; there is not enough money left in her payroll line item. She requested \$1000. Also the Veterans' Agent needs \$2600 to the Veterans' Benefits Line Item. Current balance is \$7144.57 and the May expenditures are \$4752.29. The amount requested will be used for benefit payments to the veterans for unexpected medical expenses for the duration of the fiscal year. The Board of Health received an invoice (4/15/16) for \$12,935.50 for the 2016 Landfill Purchase of Services line. Current balance (\$2,767.35). The invoice shows work that was completed for well testing. Eric said that he is meeting with the BOS tomorrow to ask for suggestions on how to handle all three requests. We don't have enough money in our reserve fund to cover all three requests. We are deferring all three until our joint meeting next week to see if these should be added to the June meeting or if there is another source of available funds.

7. Our next meeting will be Wednesday, May 25, 2016 at 6:30 p.m. at the North Brookfield Police Department. Pete moved that we adjourn the meeting at 9:11 p.m. and Bob Locatelli seconded. The vote was unanimous to adjourn.

Respectfully submitted,

Debby Maggio

5/25/2016
