

# Finance Committee Minutes

## December 13<sup>th</sup> 2012

The meeting was called to order at 7:00PM with Mr. David Herrick presiding, with Mr. Bill Hattendorf, Mr. Burt Imberman, and Mrs. Prudence Spaulding in attendance. Guests were Mr. Michael Skorput and Mr. Nathania<sup>JEL</sup>l Yohalem.

The minutes were accepted as read, Mr. Imberman 1<sup>st</sup>, Mr. Hattendorf 2<sup>nd</sup> passed unanimously.

The first order of business was to pass two requests for funds from the Reserve Fund.

A request for \$2,597.00 to be transferred from the Reserve Fund to Insurance Expenses [90914.11] was made because there was a budget shortfall of \$825.00 for unanticipated additional endorsements. The balance in the Insurance Expenses Account is presently - \$824.05! The credits to this account were smaller than projected. And increases on coverage premiums were larger than expected. The increase in insurance premiums was related to the additional new vehicles, i.e. one dump truck and 2 Army trucks and a new trailer. It was noted that the town kept the old truck in reserve for the winter, but had disposed of one old army truck. A motion was made by Mrs. Spaulding 1<sup>st</sup>, Mr. Hattendorf 2<sup>nd</sup> and passed unanimously.

A request for \$1,043.00 to be transferred from the Reserve Fund to Workers Compensation [90912.00] was made because the audit adjustment reflected the need for this money. The balance in that account is \$.35! There proved to be unforeseen rises in premiums resulting from the audit. A motion was made by Mrs. Spaulding 1<sup>st</sup>, Mr. Hattendorf 2<sup>nd</sup> and passed unanimously. It was noted that this account had been raised \$500 from the previous budget, but still proved not to be adequate. The state now requires the towns to provide workman's' compensation for firemen.

Mr. Skorput stated that there had been some problems with the Tax Collectors salary resulting in an error of about \$500, and he is hopeful of finding the error and computing the amount required to fix it, and would probably be bringing a request to obtain funds to rectify that error at the next Finance Committee meeting!

The Committee began reviewing budgets. It was decided not to discuss any salary budget. And Mr. Herrick asked Mr. Yohalem if the selectmen had discussed a percentage salary increase. The answer was "No".

Cemetery Expenses [280491.02] (\$2,700) level funded {\$2,700} Mrs. Spaulding 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

Planning Board Expenses [10175.01] (\$873) level funded {\$873} Mrs. Spaulding 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

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**Planning Board Grants** [10175.02] no request for funds was made, no vote needed!

**Library Expenses**[50610.01] (\$35,472) now requesting {\$38,713} the committee spent some time reviewing last year's budget to observe the particular increased items. Mr. Imberman 1<sup>st</sup>, Mr. Hattendorf 2<sup>nd</sup> passed unanimously.

**Library Trustees** [5010.03] (\$320) level funded [\$320] Mrs. Spaulding 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

The Committee then began to review the Police Department budget, noting the increase in the total budget over last year's request. The salary section was put aside for review with all the other salaries.

**Police Expenses** [60210.99] ( \$29,000) now requesting {\$18,600} it was noted that the rental fees to be charged by the Fire Company for using some space in the new Fire House was not included in this present budget. Mr. Yohalem did state that that rental would be a separate item! Other items listed in this budget were compared with last year's budget. Mr. Hattendorf 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Police Revolving** [5517.00] (\$6,000) level funded now requesting {\$6,000}, the committee thought that this was a new item, and asked Mr. Skorput to explain it! Mr. Skorput explained that this fund allows the town to pay policemen promptly when they serve on such things as the electric company workplace directing traffic. The town gets reimbursed for the amount paid, however it takes time, and by establishing this fund it allows the policemen to get paid before the different companies would pay them. Mrs. Spaulding 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

**Moderator** [101114.00] (\$400) level funded {\$400} Mrs. Spaulding 1<sup>st</sup>, Mr. Imberman 2<sup>nd</sup> passed unanimously.

The Committee then began to work on the **Highway Department Budget** leaving out the accounts that involved salaries. The members began to review the requests in light of last year's usages and the amount of money used in those accounts for this year. The committee does not want to approve a budget which is higher than necessary; on the other hand accounts should have enough money in them to cover the year's expenses. Some budgets were passed, however it was decided to hold all the budgets and ask Mr. Marks the highway superintendent to come and review the budget requests. It will be necessary to have last year's budgets and the actual amount expended out of these accounts to help with the deliberations! Mr. Herrick stated that he would ask Mr. Marks to come to the next meeting.

Prior to the closing of the meeting Mr. Yohalem asked that the committee discuss salary increases and decide the total amount of money that should be allotted for raises. Once that figure is established the selectmen will decide how that money will be allocated. For instance a set amount might be allocated to the Highway Department, and Mr. Marks as the Superintendent would decide how it should be apportioned! Thus once the total budget is finalized this calculation can be made! The meeting adjourned at 8:30PM with the next meeting to be held on Thursday December 27<sup>th</sup> 2012 at the Town Hall as 7:00PM. Respectfully submitted, Prudence Spaulding, Secretary.

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