

Minutes of meeting for the joint meeting between the Board of Selectmen and the Finance Committee March 8, 2018

Selectboard members present: John Skrip, Mark Newman, Dolores Harasyko Admin. Asst.

Finance Committee members: Joe Gelinas, Kathy Jacobs, Fred Ventresco (Ex Officio member)

Called to order at 4:00 p.m.

Meeting is being recorded

Conservation Commission: Clare English and Paul Gaudette present for Conservation. The budget submission is \$2,754. Finance questioned the hourly rate for the secretary. Clare explained that she is now the Administrative Assistant and does much more than secretarial work. They have stayed within budget with a slight increase of \$54.

Selectmen's vote: Motion by John, second by Mark to accept the Conservation Commission budget of \$2,754, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Conservation Commission budget of \$2,754, all in favor 3-0

Library: Library Trustee Clare English in to represent the library. The budget submission is \$15,739.63. Discussed grants used to offset the budget.

Selectmen's vote: Motion by John, second by Mark to accept the Library budget of \$15,739.63, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Library budget of \$15,739.63, all in favor 3-0

Treasurer/Tax Collector: Theresa Spohnholz and Chrissy O'Brien in. The budget submission is \$47,485.52. Discussed health benefit numbers. Will amend the health benefit number to \$6,199.20 in lieu of \$6,323.18.

Selectmen's vote: Motion by John, second by Mark to accept the amended budget for the Treas/Tax Collector of \$47,348.74., all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the amended budget for the Treas/Tax Collector of \$47,348.74, all in favor 3-0

Treasurer's Tax Lien Expense: Theresa Spohnholz and Chrissy O'Brien in to represent the tax lien account. The budget submission is \$13,000. Terry explained the process of the rolling account. They currently have \$38,000 in the account but it has not been used in a while. She and Chrissy

are focusing on the delinquent taxes. Discussed the legal process for pursuing delinquent taxes. John asked for a progress report by July 1 and then every 6 months. All agreed to amend the fy19 appropriation to zero and use the rolled over before adding more to it.

The following budgets were submitted by Theresa Spohnholz

Selectmen's vote: Motion by John, second by Mark to accept the amended budget of zero for the Treasurer's Tax Lien Expense, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the amended budget of zero for the Treasurer's Tax Lien Expense, all in favor 3-0

Berkshire County Retirement: Budget submission is \$75,190.

Selectmen's vote: Motion by John, second by Mark to accept the Berkshire County Retirement budget of \$75,190, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Berkshire County Retirement budget of \$75,190, all in favor 3-0

Insurance Premiums and Bonds: Budget submission is \$58,016.

Selectmen's vote: Motion by John, second by Mark to accept the Insurance Premiums and Bonds budget of \$58,016, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Insurance Premiums and Bonds budget of \$58,016, all in favor 3-0

Unemployment Insurance: Budget submission is \$6,400

Selectmen's vote: Motion by John, second by Mark to accept the Unemployment Insurance budget of \$6,400, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Unemployment Insurance budget of \$6,400, all in favor 3-0

Town Share Medicare: Budget submission is \$9,000

Selectmen's vote: Motion by John, second by Mark to accept the Town Share Medicare budget of \$9,000, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Town share Medicare budget of \$9,000, all in favor 3-0

Audit: Budget submission is \$3,500

Selectmen's vote: Motion by John, second by Mark to accept the Audit budget of \$3,500, all in favor 2-0

Finance Committee: Motion by Joe, second by Kathy to accept the Audit budget of \$3,500, all in favor 3-0

Veteran's Benefits budget of \$39,000 and Veteran's District Service budget of \$3,811.76

Selectmen's vote: Motion by John, second by Mark to accept the Veteran's Benefits budget of \$39,000 and Veteran's District Service budget of \$3,811.76, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Veteran's Benefits budget of \$39,000 and Veteran's District Service budget of \$3,811.76, all in favor 3-0

Technology budget: Dawn Lemon combined all technology accounts into one account with a total budget of \$33,292. Dawn will adjust the hourly rate to reflect 3 hours in lieu of 2 hours but keep within the same budgeted amount for the website administrator. The hourly rate will be \$17.65. Fred will police the website for updates and organization. Dawn feels this is her duty and requested a list of complaints regarding the website from Fred. Fred will get her the list.

Selectmen's vote: Motion by John, second by Mark to accept the Technology budget of \$33,292, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Fred to accept the Technology budget of \$33,292, all in favor 3-0

Town Accountant: Dawn Lemon in to present her budget of \$27,628. She explained the need to keep Dennis Mountain on as a consultant.

Selectmen's vote: Motion by John, second by Mark to accept the Town Accountant budget of \$27,628, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Fred to accept the Town Accountant budget of \$27,628, all in favor 3-0

Finance Committee: The budget submitted is \$1,825. Joe amended the secretarial job to consultant which has a fee associated not an hourly rate.

Selectmen's vote: Motion by John, second by Mark to accept the Finance Committee budget at \$1,825, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Fred to accept the Finance Committee budget of \$1,825, all in favor 3-0

Reserve Fund: Budget submitted is \$15,000. It has been increased from \$10,000

Selectmen's vote: Motion by John, second by Mark to accept the Reserve Fund budget of \$15,000, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Reserve Fund budget of \$15,000, all in favor 3-0

School Committee Salaries: \$1,300

Selectmen's vote: Motion by Mark, second by John to accept the School Committee Salaries of \$1,300, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the School Committee Salaries of \$1,300, all in favor 3-0

School Operations: The budget submitted was \$1,443,802.43. Joe reviewed the budget, he explained that we did not accept the original increase. They were able to reduce the cost of health benefits and got us in the 2 ½ percent acceptable increase.

Selectmen's vote: Motion by John, second by Mark to accept the School Operations budget of \$1,443,802.43, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept The School Operations budget of \$1,443,802.43, all in favor 3-0

Stabilization Trust Fund: Formerly known as the Stabilization Account. Budget submitted is \$221,337. Dolores asked about three of the items listed for payback from 2015 for \$65,000. These were not to be paybacks but were one time transfers from the Stabilization Account. All agreed to remove \$65,000. Discussed reducing the budget by an additional \$67,747. All agreed on the final budget of \$88,590 in lieu of \$221,337.

Selectmen's vote: Motion by John, second by Mark to accept the Stabilization Trust Fund amended budget of \$88,590, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Stabilization Trust Fund amended budget of \$88,590, all in favor 3-0

Yanner Park Trust Fund: There must be a transfer made into this account. The article creating this account was incorrectly worded at the special and annual town meeting's therefor no funding can be transferred. Dawn would like to see a spreadsheet for this account. Joe suggested the profits from the logging revenue go into the Yanner Park Trust Fund. The selectmen do not agree with 100% of the proceeds. Mark suggested an third, Kathy suggested a 50/50 split. The article will read "to transfer from Free Cash \$36,000 to the Yanner Park Trust Fund". We will re address at the next meeting.

Discussed a new article for the Capitol Improvement Fund which will be for any project over \$25,000. The budget amount will be \$72,534.51.

Will discuss at the next meeting.

Meeting adjourned at 7:36 p.m.

John Skrip

Mark Newman

Joe Gelinas

Kathy Jacobs

Fred Ventresco