

FINANCE COMMITTEE MEETING MINUTES

September 16, 2014

ATTENDANCE: CHAIRMAN, ED HOAK; NANCY GAJOLI, DEAN LARABEE, MICHELE HAMILTON, BRIAN RUA, TOWN ACCOUNTANT; KATHY AVILLA AND FIRE CHIEF, SCOTT FOURNIER.

LOCATION: BERKLEY MIDDLE SCHOOL, SUPERINTENDANTS CONFERENCE ROOM

MEETING CALLED TO ORDER BY CHAIRMAN, ED HOAK, AT 6:30

This meeting was scheduled to discuss the annual ATFC meeting, receive an update regarding the fire chief and highway surveyor positions and to have a training session on how to use the budget spreadsheet Ed Hoak has developed.

REVIEW OF MINUTES: Accepted minutes of August 19, 2014 as written.

ANNUAL ATFC MEETING: Motion made to attend - \$ 200 expense. A motion was made to approve this expense and it was unanimously approved.

PERSONNEL ISSUES: There are a plethora of personnel issues that are up for discussion. Library is having a number of complex payroll issues including the ongoing director issue, increased hours for the children's librarian and overtime. The Assessors need to be recalled to address the ongoing \$ 7,500 personnel request. These issues were not deemed to be pressing enough to schedule a meeting as the Selectmen need to reach some sort of decision first before meeting with us.

FIRE CHIEF/ HIGHWAY SURVEYOR: Scott was asked by the Selectmen to put together a proposal for transitioning to full time fire chief. Although there is a desire to do it this year, it makes more sense to handle it next year. Scott wrote a job description for a Highway Supervisor and this position would handle all highway functions minus budgetary concerns. The Highway Surveyor position is possibly transitioning to a part time position. The adjustments will require small pay increases, and the fire chief position would be funded by the transition. The chief pay would be most likely at the bottom of the pay scale. Average pay in the county is \$ 130k plus. State law requires that we pay the chief 10% above the highest paid paramedic. The fire department was requesting \$ 27,000 to restore the 8 to 4 EMT help that existed last year. Roughly \$ 15,000 is the final figure. The committee decided to wait until new growth is certified at the end of October to determine whether or not funds are available.

BUDGET SHEET TRAINING: Postponed until a future date.

Meeting adjourned at 8:10 PM. The next meeting is expected to be October 21, 2014.