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Berkley Finance Committee
Meeting Minutes

Date: Monday, March 13, 2017

Finance Committee: Attendance: Michele Hamilton (Acting Chairwomen), Nancy Gajoli, Joe Freitas (Acting Secretary)
Selectwomen, Wendy Cochrane
Accountant, Kathy Avilla
Highway Surveyor/Tree Warden, Scott A. Fournier
Carla Lyman, Chair Library Trustee
Vicky Dawson, Library Employee
Bill Schneller, Library Director
Carol Entel, Library Trustee
Paula Dugan, Library Trustee
Jim Gouldstone – Berkley Citizen

Meeting was called to order at 6:30pm by Acting Chairwomen Michele Hamilton

- Motion was made, 2nd and voted to accept the minutes dated February 6, 2017.
- Motion was made 2nd and voted to accept the minutes dated February 27, 2017 with the adjusted time of 5pm instead of 4pm at the school.
- Reviewed the letter dated February 13, 2017 from Chairmen, Edward Hoak to the Board of Health in reference to 33 Water Street for payment by Board of Health Funds.

Met with Scott A. Fournier – Berkley Highway Department / Tree Warden with the following talking points.

- Asked how the 25,000 dollar increments were working with his department, He stated that it was still a work in progress and his department is working towards the mandate.
- Upon reviewing the Highway General Ledger 420, it was found to have an additional Line Item 17 Truck Driver /Heavy Equipment Operator and other mathematical errors – Requested new Budget Request to send to the Finance Committee.
- Line #17 34,008 (regular) 500.00 Overtime – (Will be removed) adjusts as following 461,298 to 427,290 Regular; 3500 to 3000 Overtime
- Highway Surveyor requesting for a 5% (3166.00) increase to Base Salary
- Recycle Manager submitted for 11% (1000.00) increase to Base Salary
- Tree Warden requesting a 21% (700.00) increase to Base Salary
- Highway Expense requesting 9500.00 (5000.00) of this going to Snow Removal. 4500.00 may be something we need to look at level funding at 2017 rate.
- The Town of Berkley needs to address a possible DEBT exclusion for roll off Truck 155,292. The current one has 750,00 miles and we dumping good monies (35,000 per Scott Fournier) into a maintenance program for this vehicle to remain mission capable.
- Garage doors were discussed and request an estimate to replace 1 or possibly all three.

Met with the Library - Please see Attendees listed above

- The Trustees stated the bottom line figure of 122,370 is what it needed to maintain the Library and meet the states mandate to remain accredited.
- Notified the Trustees that the phone bill was being transferred to the Library along with the funds to pay for their service. Conversation was had about looking for a new provider possibly Comcast.
- Requested clarification on what SAILS annual Assessment provided and it was relayed that they provide services such as cataloging, search for services, it also provides one internet use for staff computers.

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- A separate (SAILS) support line in their budget takes care of any PC related issues to include hardware and software upgrades that are needed.
- The 3D printer filament (Grams) was discussed and how the supplies were going to be paid for. The consumer is paying a user fee and the remaining purchase of supplies when needed will be taken from Materials (Books, etc).

The next meeting is scheduled for Wednesday March 16, 2017 at Bristol Plymouth at 5:00pm and then a Public Hearing at SBRHS at 6:30pm

There will be a Finance Committee Meeting on Monday, March 20, 2017 at the Town of Berkley at 6:30pm.

A motion was made, seconded and unanimously voted to adjourn the meeting at 815pm.

Michael K. Hamilton
Nancy B. Gajala
J. M. F.