

# TOWN OF GILL

MASSACHUSETTS



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## SELECTBOARD & FINANCE COMMITTEE MEETING MINUTES

*July 9, 2012*

Call to Order: The Selectboard and Finance Committee were called to order at 4:35pm.

Present: Randy Crochier, Ann Banash and John Ward, Selectboard members; Claire Chang, Alden Booth, Jim Poulsen, and Ronnie LaChance, Finance Committee members; Ray Purington, Admin. Assistant. Others Present: Rick James, David Detmold, Nancy Griswold.

FY12 Year End Transfers: The Selectboard and Finance Committee reviewed six line item transfers being requested by various departments to cover shortfalls in the FY12 budgets. Accounts, amounts, and explanations were provided on a handout dated July 3, 2012. For the Selectboard, John made a motion, seconded by Randy, to approve the transfers as presented and discussed. The vote was unanimous in the affirmative. For the Finance Committees, Ronnie made a motion, seconded by Jim, to approve the transfers as presented and discussed. The vote was unanimous in the affirmative. The Request for Transfer forms were signed.

FY13 Budget: Ann reported that she has met individually with the Highway Superintendent, Police Chief, and Fire Chief, and all three departments are working on spreadsheets that will allow easier comparison of their FY11 and FY12 actual expenses along side of their FY13 requested budgets. All three are also doing lists of their equipment and vehicles, including repair costs and annual mileage and/or hours. To help with budgeting going forward, and to help the departments better track their expenses, additional general ledger sub account numbers will be created in consultation with the Town Accountant.

One problem that surfaced during the meeting with the Fire Department is that recurring high-dollar equipment purchases – replacement fire hose, turnout gear, and air bottles – are usually saved until the end of the budget year, and made only if funds are still available within the annual budget. In years with a high salary expenses due to the number of fire calls or states of emergency, this usually means that replacement equipment is not purchased and the need gets pushed into the next year, or the next. It was suggested that perhaps the Fire Department should have separate omnibus budget lines for salaries and expenses, to help prevent this situation.

There will be no substantive budget discussions at the Selectboard's July 16<sup>th</sup> meeting, as data is still being worked on. There should be some budget information for July 30<sup>th</sup>. At that time the SB & FC will review the spreadsheets and come up with any questions that they want the department heads to answer.

Finance Committee Actions: Jim made a motion, seconded by Claire, to ask the Selectboard to reappoint Ronnie as the Finance Committee's representative to the Capital Improvement Planning Committee. The vote was unanimous in the affirmative. Ronnie made a motion, seconded by Claire, to appoint Jim as the Finance Committee's representative to the Personnel Committee. The vote was unanimous in the affirmative.

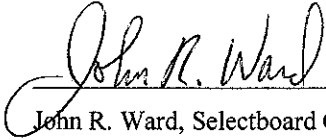
The Finance Committee adjourned at 5:25pm.

Town Hall Cupola: Earlier today Ernie Hastings suggested to individual members of the Selectboard that perhaps it would make more sense to remove the cupola from the Town Hall rather than to repair, repaint, and reroof it as part of the proposed roof project. The topic will be on the agenda for the Selectboard's July 16<sup>th</sup> meeting, and Ernie and the Historical Commission will be invited for the discussion.

Brownfields Project: Ray was asked to call Larry Krejmas and re-explain the advantages of signing the Site Access Agreement and accepting the \$25,000-30,000 grant that will pay for the Phase II study of his property at 444 Main Road.

Adjournment: The Selectboard meeting adjourned at 5:45 p.m.

*Minutes respectfully submitted by Ray Purington, Administrative Assistant.*

A handwritten signature in cursive script that reads "John R. Ward". The signature is written in black ink and is positioned above a horizontal line.

John R. Ward, Selectboard Clerk

July 3, 2012

FY12 Year-End Transfers

Barring unforeseen expenses between now and the final FY12 warrant, here are the accounts that will need line item transfers approved by the Selectboard and Finance Committee on July 9th:

Account	Amount	Notes
Moderator	153.12	Old & New Moderators each paid "full price" for Annual Town Meeting, plus 1 unbudgeted STM
Legal Expenses	1,391.62	Ongoing defense of appeal of ZBA's decision re Boat Club; defense of case by Chickering against Town (444 Main Rd – Krejmas)
Garage & Public Safety Bldg	600.00	Didn't budget enough for heating oil
Trees & Forestry Expenses	178.04	Irene-related cleanup
RMV Marking Surcharge	440.00	These are deducts off our state aid for having the RMV "mark" vehicle owners who have not paid motor vehicle excise. The state does an initial estimate at the beginning of the year. The higher number of vehicle owners who needed to be reported to the RMV created the deficit in the account.
BOH Expenses	169.93	Unbudgeted training course for swimming pools