

LANESBOROUGH FINANCE COMMITTEE

MEETING MINUTES

July 11, 2013

Members Present: W. Stevens, A. Terranova, G. Wolf, C. Gallib, R. Tinkham

Guest Present: Bruce Durwin, Town Treasurer

1. Meeting called to order at 6:00 PM in the Selectmen's Office by Chairman Stevens
2. Election of Officers: W. Stevens was nominated for Chairman and voted in favor 4-0. Al Terranova was nominated and voted 4-0 as Vice Chairman.
3. Massachusetts Ethics "On-line Training Program": R. Tinkham asked if all Committee Members had completed the Training Program, and only G. Wolf and C. Galib had not. Bruce Durwin advised that he would forward information for them to go the website to complete the training.
4. End of Year Transfers: The following transfers were considered for either Reserve Fund transfers, or Chapter 44, Section 33B intra-account transfers.
  - a. Selectmen's Expense: Requested \$66.78 to be transferred from the Reserve Fund to cover expenses due to the Town Secretary mileage expense. Voted in favor 5-0.
  - b. Town Clerk Expense: Requested \$372.23 to be transferred from the Reserve Fund. There were extra expenses during the year due to software problems with the dog license program, and extra Census mailing costs. Voted in favor 5-0.
  - c. Town Administrator Expense: Requested \$497.35 to be Transferred from the Town Administrator's Salary per Chapter 44, Section 33B. Voted in favor 5-0.
  - d. Town Hall Expense: Requested \$6,019.04 to be Transferred from the Reserve Fund. Various costs were occurred during the year, i.e. A/C Work \$3,000 plus; Electrical work \$700; Roof work \$300; Telephone Problems \$600. The Finance Committee had advised trying to absorb some of these costs during the year and making a Reserve Fund transfer at year end. Voted in favor 5-0.
  - e. Law Account: Requested \$1,435.95 to be transferred from the Reserve Fund. This represents additional legal work above the estimated expenses. Voted in favor 5-0.
  - f. Tax Title: Requested \$343.89 to be transferred from the Reserve Fund. The extra expense is to cover tax title and foreclosure expenses beyond that estimated. Voted in favor 5-0.
  - g. Emergency Management: Requested \$25.66 to be transferred from the Reserve Fund. Expense due to fuel costs not estimated at beginning of year. Voted in favor 5-0.
  - h. Recycling Expense: Requested \$483.30 to be transferred from the Reserve Fund. Costs represent extra hauls from the recycle center. Voted in favor 5-0.
  - i. Landfill Monitoring – Trybus Well: Requested \$15,412.74 to be transferred from School Health Insurance account per Chapter 44, Section 33B. There was some discussion as to the ongoing expected expenses for this account. Voted in favor 4-0 (One abstention).

- j. Visiting Nurse Expense: Requested \$502.80 to be transferred from the Reserve Fund. The VNA increased their monthly billing, but it was not picked up during the year for adjustment in the account. Voted in favor 5-0.
  - k. Life and Health Insurance – Town: Requested \$3,442.9 to be transferred from the School Health Insurance account per Chapter 44, Section 33B. This was an unexpected bill from the Town of North Adams to cover the retirement cost for K. C. Westwood, who worked for North Adams for 10.92 years, Pittsfield for 2.75 years, Lanesborough Library 2.33 years, and Lanesborough Fire District for 3.00 years. She retired from North Adams, and they can allocate the percentage of the payments to the various towns. The Lanesborough share is \$488.83. The remaining \$2,22.38 is for Lanesborough share of the Dog Officer benefits that we share with the town of Dalton. Voted in favor 5-0.
  - l. Medicare – Town Share: Requested \$3,039.52 to be transferred from School Health Insurance account per Chapter 44, Section 33B. The budget each year is an estimate, and was short for this year. Voted in favor 5-0.
  - m. School Lunch Salaries: Requested \$25,880.32 to be transferred as follows per Chapter 44, Section 33B: \$4,84.00 from School Health Insurance; \$13,213 from Vocational Tuition and Transportation; \$5,000 from Defibrillators; \$2,803.32 from Town Insurance. This account operated at a deficit of \$19,044.10 the previous year, and changes were made in the student costs and reimbursements to hopefully do better in 2013. The Commonwealth of Massachusetts has ruled that a deficit must be provided for in the Tax Recap. However since the voted budget is only \$10,000 below the levy limit, we need to cover the costs in another way, i.e. the above requested transfer. Ron Tinkham requested that a letter be sent to the Lanesborough School Administration and School Committee, and Selectmen to review the expenses and meet with the Finance Committee to discuss a plan of action to eliminate the deficit. W. Stevens stated that he would compose a letter and send it to the Committee members for review and comment prior to sending it out. Voted transfer in favor 5-0.
5. Next Meeting: The next Finance Committee meeting will be scheduled for 6:00 PM in the Town Hall. R. Tinkham stated that there is a Planning Board hearing scheduled at 7:00 on that date, and we should try to finish to allow for members to attend if they wish. Agenda will be sent out at a later date. Members should consider what projects they would like to work on during the year and be prepared to discuss during the meeting.

Respectively submitted,

William V. Stevens, Chairman