

LANESBOROUGH FINANCE COMMITTEE

MEETING MINUTES

JULY 31, 2012

Members Present: Bill Stevens, Mike Murphy, Al Terranova, Greg Wolf

Guests Present: Joe Kellogg, Town Administrator; Mark Bashara, Police Chief; Bob Barton, Selectman

Call to Order: Meeting called to order at 6:00 PM in the Lanesborough Elementary School Cafeteria.

Reserve Fund transfers:

Conservation Commission: Request \$111.00 to cover the annual dues for the Massachusetts Association of Conservation Committees. The amount voted at the town meeting was not adequate to cover that expense. Chairman Stevens explained that the Conservation Committee had requested \$158 on their budget form, but it was apparently missed in setting the line item amounts. It was moved and seconded to transfer the requested amount and passed by a vote of 4-0.

E911 Communication Service: Request for \$388.72 as needed to pay the bill as received from the Berkshire County Sherriff's Office (dated March 9, 2012). Joe Kellogg assumed the blame for this item not being correct in the town budget request, as he checked with the Police and Fire Departments for their being OK with the 911 budget, but failed to advise the Finance Committee of the increased rate. It was moved and seconded to transfer the amount as requested, voted 4-0 in favor.

Article I, Special Town Meeting, Administrator's Salary:

It is planned to hire a full time Town Administrator with a salary of \$70,000 (assumed), beginning on September 1, 2012. The line item as voted at the town meeting is for \$47,498. Assuming the interim part time administrator at \$42.00 per hour from 7/1/2012 to August 31, 2012 will need \$6,804, and the permanent Town Administrator from 9/1/2012 to &/31/2013 will require \$57,921, and adding a 'slush' of \$1,773, we will need an additional \$19,000 in the Town Administrator Salary line item. It was moved and seconded to vote to recommend the article be approved, and voted in favor 4-0.

New Police Cruiser:

The newest Police Cruiser was in an accident that ruined the undercarriage, and resulted in the automobile being 'totaled'. Per Chief Bashara the price of a new cruiser will be #33,000 with the ACV value for the 'totaled' 2008 Chevy Impala of \$9,311, (less \$500 deductible), will result in a need for \$24,189 for replacement.

The following is an inventory of the present cruisers:

2006 Chevy Impala (K-9) with approx. 58,000 miles

2006 Chevy Impala (Administrator) with approx. 58,000 miles

2006 Ford Expedition (Patrol) with approx. 101,000 miles

2008 Chevy Impala (now Totaled) with approx. 100,000 miles

2010 Chevy Tahoe 4wd (Patrol) with approx. 75,000 miles

2012 Cruiser on order as voted at annual town meeting, delivery expected in late Aug.

It was requested that the \$24,189 be transferred from the Reserve Fund to purchase a new replacement, and during a special town meeting in the fall, funds be voted to replace the amount.

It was the general consensus of the Finance Committee members not to make a Reserve Fund transfer, as it would severely deplete the account, and it was felt that more discussion was warranted as to the needs of the department and possibilities of later replacement.

It was decided that a group including the Chief, a Selectman, a Finance Committee member, and possibly others, meet during the next few months to establish a long term plan for police vehicles, and for financing a replacement unit. This should allow for a decision to be made during a special town meeting in the fall. Al Terranova will represent the Finance Committee.

New Committee Member:

Bob Barton advised the Finance Committee that he has had contact with Claire Kristensen who has shown interest in becoming a member of the committee. Bill Stevens will contact her to discuss the level of commitment required as a member, and how to get her request to the Selectmen.

New Administrator:

Joe Kellogg advised that the plan for the new Town Administrator is for him (or her) to be responsible for the budget, and would do most of the discussion with departments and committees for their budget needs, which will alleviate some of the involved financial calculation and number crunching of the present finance committee. The new administrator will also be required to sign off on all warrants for expenses as well, which is now done by the Selectmen and Treasurer.

Meeting adjourned at 6:50 PM

Respectively submitted,

William Stevens, Chairman