

Shutesbury Finance Committee Minutes
Tuesday, April 17, 2012, 7pm, Town Hall

Members Present: Eric Stocker, Weezie Houle, Rus Wilson, Gary Hirshfield, George Arvanitis; and Al Hanson;

Members Absent: Lori Tuominen

Visitors Present: Becky Torres

- 1) Meeting called to order at 7:05pm.
- 2) Approve minutes of April 3, 2012
- 3) Review of Draft FY13 budget
- 4) **Vote taken and passed unanimously to approve the FY13 Final Budget for Town Meeting.**
- 5) Vote on Articles for Town Meeting:
 - a) **Article 1.** To see if the Town of Shutesbury will vote to act on the recommendation of the Community Preservation Committee on the fiscal year 2012 budget to transfer the following sums of money from the Community Preservation Fund estimated annual revenues: \$4,500.00 to Open Space (excluding recreational purposes); \$4,500.00 to Historic Resources; \$4,500.00 to Community Housing; and \$29,250 to the FY12 Community Preservation Fund budgeted reserve, or take any action relative thereto. (*Sponsor: Community Preservation Committee*). **Vote taken and passed unanimously for Finance Committee to recommend Article 1.**
 - b) **Article 2.** To see if the Town will vote to appropriate \$ 2,250 from fiscal year 2013 Community Preservation Fund estimated annual revenues for necessary and proper administrative and operation expenses of the Shutesbury Community Preservation Committee, or take any action relative thereto. (*Sponsor: Community Preservation Committee*) **Vote taken and passed unanimously for Finance Committee to recommend Article 2.**
 - c) **Article 3.** To see if the Town will vote to appropriate the sum of \$8,000 from the Community Preservation Fund; and to meet this appropriation, transfer the sum of \$4,375 from the Historic Resources account and transfer the sum of \$3,625 appropriated from the Community Preservation Fund Balance, to increase the appropriation of \$15,000 by Town Meeting in 2011 to a total of \$23,000 to rehabilitate the West Schoolhouse as detailed in the Shutesbury Historical Commission's West Schoolhouse Sills Project proposal, with all the work to comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for Treatment of Historic Properties, said funds to be expended under the direction of the Shutesbury Building Committee, or take any action thereto. (*Sponsor: Community Preservation Committee*) **Vote taken and passed unanimously for Finance Committee to recommend Article 3.**
 - d) **Article 6.** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide a sum of money to meet town expenses including operations, capital, salaries and school expenses for the fiscal year beginning July 1, 2012, or take any other action relative thereto. (**Sponsor: Select Board and Finance Committee**) **Vote taken and passed unanimously for Finance Committee to recommend Article 6.**
 - e) **Article 8.** To see if the Town will approve the increased Longevity Pay Bonus schedule to non-school employees. The bonus would be applied at five-year intervals with increasing amounts: Year 30 - \$1750, Year 35-\$2000, Year 40 - \$2,250, Year 45 - \$2,500, Year 50 - \$2,750. ~~Bonus applies to employees who work 20 or more hours per week.~~ Part-time employees will receive one-half of the amount. (*Sponsor: Personnel Board and Select Board*) **Finance**

Committee Recommends. Vote taken and passed unanimously for Finance Committee to recommend Article 8.

- f) **Article 10.** To see if the Town will approve the existing Amherst-Pelham Regional School District Agreement for allocating the total amount to be contributed by each member town of the District for Fiscal Year 2012 as required by Section VI of the Regional Agreement. **Vote taken and passed unanimously for Finance Committee to recommend Article 10.**

“The School Committee has voted to continue using the formula put forth in the Regional Agreement to determine the apportionment of the FY12 budget to each member town. Approval to use this apportionment method must be granted each year.” **(Sponsor: Select Board) Finance Committee Recommends**

- g) **Article 11.** To see if the Town will vote to set the salary compensation for all elected officials of the town (Select Board, Town Clerk, Moderator and Constable) as provided by MGL Chapter 41, Section 108, to be made effective from July 1, 2012, as contained in the budget, or take any other action relative thereto. **(Sponsor: Personnel Board and Select Board) Finance Committee Recommends. Vote taken and passed unanimously for Finance Committee to recommend Article 11.**

- h) **Article 12.** To see if the town will vote to accept M.G.L. c.32B sec. 20, OPEB, Other Post-Employment Benefits Liability Trust Fund. **(Sponsor: Select Board and Finance Committee) Selectboard and Finance Committee Recommends. Vote taken and passed unanimously for Finance Committee to recommend Article 12.**

- i) **Article 13.** To see if the Town will vote to transfer the sum of \$40,000 from the Free Cash, TO fund OPEB, or take any other action relative thereto. **(Sponsor: Selectboard) Finance Committee Recommend Requires 1/2 vote. Vote taken and passed unanimously for Finance Committee to recommend Article 13.**

- j) **Article 14.** To see if the Town will vote to accept and expend funds available from the State for Highway reimbursement programs, such as the Chapter 90 program, without further appropriation, or take any other action thereto. **(Sponsor: Select Board) Finance Committee Recommends. Vote taken and passed unanimously for Finance Committee to recommend Article 15**

- k) **Article 15.** To see if the Town will vote to authorize the Treasurer, with the approval of the Select Board, to borrow money from time to time in anticipation of revenues for the fiscal year beginning July 1, 2012 in accordance with the MGL Chapter 44, Section 4 and to issue a note or notes therefore, payable within one year, to renew any note or notes as may be given for a period of less than one year in accordance with the provisions of the MGL Chapter 44, Section 17, or take any other action relative thereto. **(Sponsor: Select Board) Finance Committee Recommends. Vote taken and passed unanimously for Finance Committee to recommend Article 15.**

- l) **Article 16.** To see if the Town will vote to allow the Select Board to apply for, accept and expend state, federal and other grants, which do not require a town appropriation, or take any other action relative thereto. **(Sponsor: Select Board) Finance Committee Recommends. Vote taken and passed unanimously for Finance Committee to recommend Article 16.**

- m) **Article 17.** To see if the Town will vote to authorize the following revolving funds for certain town departments under MGL Chapter 44, Section 53E1/2 for the fiscal year beginning July 1, 2012, and to further authorize that any surplus in said accounts exceeding the amounts reflected below in the surplus column will be directed to the general fund at the end of the fiscal year, or take any other action relative thereto. **(Sponsor: Select Board) Finance Committee) Vote taken and passed unanimously for Finance Committee to recommend Article 17.**

Revolving fund	Authorized to spend	Revenue source	Use of fund	FY2013 spending limit	Surplus column cap
Dog license and control	Town Clerk and Dog Officer	Licenses, fines and donations	Supplies and animal care	\$1,000	\$1,000
Recycling	Recycling Coordinator and Town Administrator	MIRF, grants, bulky waste, garbage bags, recycling containers	Expenses, outreach, educ. stipend and equipment	\$25,000	\$5,000
Fire Inspections	Select Board	Fire inspection fees	Pay Fire Inspector or assistant	\$3,000	\$1,000
Electrical Inspections	Select Board	Electrical Inspection fees	Pay Electrical Inspector or assistant	\$4,000	\$1,000
Plumbing Inspection	Select Board	Plumbing Inspection fees	Pay Plumbing Inspector	\$5,000	\$1,000
Swimming Exercise	Select Board	Swimming Exercise fees	Pay instructor	\$3,000	\$1,000
Library & Dog	Library Board of Trustees	Grants, fines, sales, dog licenses, bequests	Library expenses	\$10,000	\$7,500
Conservation	Commissioners	Local Wetland Protection Permit Fees	Education, outreach, and maintenance of property	\$1,000	\$1,000
Flu Vaccine	Board of Health	Reimbursements for Flu shots & grants	Flu Clinic Expenses	\$1,500	\$1,500
SRECs Solar Renewable Energy Credits	Selectboard	Contract payments for Solar PV Production	Renewable & Conservation Energy Projects	\$30,000	\$40,000
Total Spending				\$83500	

- n) **Article 18.** To see if the Town will vote to adopt a new Zoning Bylaw Section “Floodplain Overlay District” in accordance with the provisions of Chapter 40A Section 5, copies of which are available in the Town Clerk’s office and at Annual Town Meeting, or take any other action relative thereto. *(Sponsor: Planning Board) 2/3 vote required Finance Committee) Vote taken and passed unanimously for Finance Committee to recommend Article 18.*
- 6) **Vote taken and passed unanimously to recommend Article 2 of the upcoming Special Town Meeting.**
- 7) **Vote taken and passed unanimously to recommend the approval of the Capital Planning Items for FY13 Town Budget: \$13,000 for the Library and \$25,000 for the Fire Department for SCBAs, hose testing, turn out gear and other equipment.**
- 8) **Vote taken and passed unanimously to transfer \$3,250 from Finance Committee Reserves to cover past due longevity bonuses.**

9) Committee Reports

- a) CPA – Allen Hanson –
- b) Personnel – George Arvanitis – Met with Fire Chief to review his contract and job description. He agreed to accept pay increases to be determined by the Finance Committee recommendations.

10) Adjourned at 9:35pm

11) Upcoming Meetings:

- a) May 1, 2015, 7pm
- b) May 5, 2012, 8:30am Town Meeting Day: Special Town Meeting