



Town of Hanson

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Finance Committee

Minutes of: February 17, 2015

Meeting Opened: 7:52 PM

M: MW (2nd) SM V: 4-0

Adjourned: 9:30 PM

	Barbara Arena <i>Chair</i>	Steve McKinnon <i>Vice Chair</i>	OPEN	OPEN	Michael Wojdag	Teresa Fettig	Michael Dugan
Present	✓	✓			✓	A	✓
Exp	6/30/15	6/30/16	6/30/15	6/30/16	6/30/16	6/30/15	6/30/2017
Time							

Also Present: Jerry Thompson, Fire Chief

2015 Opening Reserve Fund Balance:	\$86,187
8/12 Town Hall Phone System:	(\$15,000)
1/6/15 Approvals:	
BOH - VNA Services	(\$2,000)
HWY - Equipment Repair	(\$3,500)
HWY - Overtime	(\$4,000)
Tree Warden - Tree Removal	(\$6,500)
2/17/15 Balance:	\$55,187

7:52 PM Meeting called to order upon arrival of Mike Wojdag to achieve quorum.

Chief Thompson addressed potential FY15 budget concerns as he has had 2 resignation/retirements and 2 attending academy. Additionally shortfall in budgeted vacation buyout and overtime due to recent storms may also affect budget. Chief Thompson reviewed bottom line budget with interim town accountant and believes he will be close but wanted to alert Finance committee. He has discussed possibility of adding warrant article to town meeting to assist in addressing these unanticipated shortfalls.

Chief Thompson also provided a brief update regarding FEMA reimbursement from approximately 2 years ago. FEMA will consider reimbursement for up to 75% of ACTIVE call usage (not staffing). This reimbursement went through an audit process and may result in approximately \$11,500 reimbursement to town (to general fund).

Chief Thompson also reported that since January they have already made 240 calls which is above the normal 80-90 per month. He indicated that they made 5 calls today to American Assisted Living.

Reviewed Fire department budget requests and town administrator adjustments for FY2016. Chief Thompson included 2.5% increase to his salary based upon administrator recommendations; other fire personnel are union contracted with contract to expire at end of FY16. Paramedic stipend has been increased to \$7,000 year per contract (last year of increase).

Adjustments made by town administrator include reduction in training (over-time) and training services (outside vendors). Chief Thompson indicated concern with the TA's adjustment as 5 of the 16 positions will have been on the job for less than 1 year and ongoing training is integral to the safe operation and function of the department.

Additional building repairs to Liberty Street station will include repair of siding damaged during storm and chimney which has had continual issues and needs to be torn down and rebuilt (approximately \$8,000).

Electricity expense increased due to proper allocation of distribution and service charges as well as the final year of the National Grid LED upgrades. Should reduce to approximately \$15,000 in FY17 and beyond. (NB: The town has a fixed contract through next year.)

Chief Thompson's 2016 budget also includes increase in staff to allow for a full time fire inspector/prevention officer. These services are currently provided by a senior lieutenant during down time. Chief Thompson also noted that this officer is eligible for retirement at any time. The requested new position would be a lieutenant and could also lead to deputy chief position (a contract position). There are currently 16 positions with 4 lieutenants (1 for each shift). The Fire Department currently has no formal "2nd in command." Senior personnel fill supervisory positions as needed. Chief Thompson stated the department is staffed to 4 all-time, but drops to 3 for vacations or sick time. It would be his intent to also utilize this position to fill for vacation, but not sick time. Call firefighters (must live within 15 miles) receive a 1 hour minimum if called. This position was removed by the Town Administrator. The ambulance fund could be utilized to partially fund this position. Current balance (per Chief Thompson) is approximately \$354,000.

Ms. Arena indicated finance committee appreciated his input and would keep him apprised of our recommendation or additional questions.

Chief Thompson left at 9:05 p.m.

Received reserve fund transfer request from highway department dated 2/4/15 for \$7,014.92 to pay for repairs & materials & police details for drainage on Gorwin Drive, High Street and E. Washington Street. Request signed by highway surveyor but not town administrator. No back up information was provided. Although this was anticipated, the committee will request breakdown of expenses as well as town administrator sign off. No action taken.

Mr. McKinnon and Mr. Wojdag reported on WH Regional School Committee meeting they attended on 2/4/15. Mr. McKinnon indicated budget still in flux with state funding in question. Major capital request to replace computers for schools with an estimated cost of \$1.47 million with Hanson's portion of approximately \$633,000. Mr. McKinnon questioned the funding as a capital item. Mr. Wojdag had inquired about snow removal expense and potential warrant article.

No meetings of the Lite Control property committee have been held. Two meetings cancelled due to storms.

Meeting minutes of 2/3/15 were reviewed and approved. Motion by SM, 2nd by MW Vote: 4-0

Future meeting date: 2/24/15 - Mike Wojdag will be traveling until 3/10; full participation will be required to achieve a quorum unless additional appointees are sworn in. Ms. Arena to follow up with Moderator Kealy regarding vacancies. Agenda will note remote participation, but quorum must be achieved by those physically present.

9:30 pm Motion to Adjourn by MD, 2nd SM; Vote: 4-0