



Town of Hanson

Finance Committee
REVISED

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RECEIVED
TOWN OF HANSON
2015 MAY 23 A 10:42

Minutes of: April 15, 2015

Meeting Opened: 7:00 PM
Adjourned: 9:40 PM

M: MW (2nd) SM V: 5-0

	Barbara Arena <i>Chair</i>	Steve McKinnon <i>Vice Chair</i>	Joe Pelligra	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: Ron SanAngelo, Town Administrator
Laura Fitzgerald Kemmett, CPC Chair

Reserve Fund Requests

No pending reserve fund requests.

Mr. SanAngelo indicated an additional \$20K of new growth. Also, \$20K left from Town Hall improvements to be used for electronic doors (with donation from Sutters). Also wants additional \$5K to replace ceiling tiles.

Mr. SanAngelo discussed in detail the outstanding issues requested from the FinCom meetings of 4/7 and 4/14 as follows:

The Veteran's Agent Services increase of \$5,000 to \$47,500 has been adjusted in TA's recommended budget.

COA – Department Head salary has been adjusted to 2%. The Requested part-time position is recommended at 19 hours per week of \$19,673.

Computer Services – TA to followup on Kapinos appraisal package expense budget lines, one for appraiser and one for PK software, in Assessor's budget or under another department.

Transfer Station part-time to full-time position is \$21,898, paid from program revenue. Salary line would be reduced by that amount. An estimate of indirect benefits is \$16,859 from taxation. This is from a variety of lines; if hours are not recommended will work with Accountant to adjust. 2016 program will require less money from taxation and depend more on program revenues.

It was mentioned that salary lines will be adjusted that involve all Wage & Personnel employees to reflect a 2% increase.

Norfolk Agriculture amount budgeted based on their information of 4 applicants. If a little extra ends up in the budget, we can transfer it out in October.

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)
2/24/15 Balance:	\$55,187
3/24/15 Approvals:	
BOH - VNA Services	(\$1,168)
Library - Remove Snow from roof	(\$5,500)
Highway - Repair	(\$6,733)
Highway - Traffic Light	(\$2,724)
Highway - Meals	(\$3,313)
3/24/15 Balance:	\$35,749
3/31/15 Approvals:	
BOH - Contracted Services	(\$3,500)
3/31/15 Balance:	\$32,249
4/7/15 Approvals:	
Veterans' Agent Services	(\$8,875)
	\$23,374

The Capital Improvement matrix was received and discussed at the meeting. For Article 9, Capital Improvement, Mr. SanAngelo stated the School Committee voted to remove the fire alarm and smoke detectors from the Warrant. Instead, the following has been recommended and discussed with the Capital Improvement Committee Chairman:

Article 9 – Capital Plan

Town Hall – Parking Lot	\$40,000
Fire Station – Parking Lot	<u>\$56,000</u>
	\$96,000

Article 10 – Library/Senior Center Roof Replacement \$70,000

Total Capital Improvement Expenditure \$166,000

Plan now is to not borrow money to replace the roof now that the School Committee has withdrawn the fire alarms and smoke detectors and use free cash.

Ms. Kemmett discussed warrant articles regarding the Bonney House (Article 14) and Camp Kiwanee (Article 15). The Bonney House Article represents next phase of remodel. \$18.5K previously appropriated represents work to outer envelope to be done by SSUT. This Article funds rafter/beam repairs discovered during roof repair. Upon completion of this repair expected to house historical commission/artifacts. Climatization/HVAC to be next and expected final repair. long term vision is for a “historical village” at PCH.

Ms. Kemmett stated that there have been several meetings regarding what the long term plans are for Camp Kiwanee and suggested CPC would be willing to assist in any way possible. CPC needs solid plans and estimates/costs in detail regarding proposed work plan. Request is to rehab twenty-five cabins at the North End that are included in the job scope and planned for historical, i.e., rough sawn clapboards, renovation. As outlined by Ms. Kemmett, the requested \$100K is a good number based on the amount of eligible work planned at Camp Kiwanee and will be monitored by CPC before payment. Not all of camp is historical (bathhouses). Rehab of fire house requested but no plans/specs/costs provided.

Discussion on Articles NOT Recommended

Article 6 - 2016 Revenue breakout and Enterprise Fund for Recreation was distributed and discussed in detail with FinCom members.

Article 7 – Transfer Station budget – it was noted that revenue for trip tickets and recycling have been left out. FY2014 revenue was \$22,573 for trip tickets. Down this year, expect number to be approximately \$17,000. This is a new program so numbers for revenue and expenses are hard to predict.

Article 25 – An estimate received by the Tax Collector/Treasurer was distributed and discussed regarding borrowing for computers. This borrowing will be accomplished by the School Committee. Once the borrowing occurs, an exact number will be realized.

A cursory review of the Special Warrants raised the following questions:

Article 9 – Current balance of the Conservation Fund is \$6,419.26.

Article 17 – Accept donation of land ... should be land and buildings – This has been revised to “land and buildings”.

ATM Article 25 – Recommended as Presented – Motion to Approve – JP, 2nd SM, Vote 5-0

ATM articles #8, 9, 14, 15 and 31 were reopened, Motion by MW, 2nd SM, Vote: 5-0, based on further discussions held and voted on as follows:

#8 – Recommend as Presented – Motion to Approve – JP, 2nd SM, Vote 5-0

#9 – Recommend as Amended from \$176,000 to \$96,000 – Motion to Approve JP, 2nd SM, Vote 5-0

#14 – Recommend as Presented – Motion to Approve – JP, 2nd SM, Vote 5-0

#15 – Recommend as Presented – Motion to Approve – JP, 2nd SM, Vote 3-2

#31 – (Reopened to clarify vote) – Motion to Not Recommend – JP, 2nd MW, Vote 3-2

Future Meeting Dates: 4/21/15 and 4/23/15

Adjourned: 9:42pm – Motion to Adjourn MW, 2nd JP, Vote 5-0