

Received: MARCH 25, 2009
Office of the Town Clerk

Board of Finance Meeting
6:30 p.m., Tuesday, March 17, 2009
3rd Floor Meeting Room, Town Hall

Minutes - Budget Workshop

Members present: Fran Korn, Loraine Coe, Rosemarie Naples, Elmer Clark, Rob DeSimone, Jay Berardino

Others present: Maryjane Malavasi

F. Korn called the meeting to order at 6:35 p.m.

Approval of Minutes

MOTION BY ROSEMARIE NAPLES SECONDED BY JAY BERARDINO TO APPROVE FEBRUARY 17, 2009 MEETING MINUTES AS PRESENTED. ALL AYE

MOTION BY JAY BERARDINO SECONDED BY ROSEMARIE NAPLES TO APPROVE FEBRUARY 21, 2009 MEETING MINUTES AS PRESENTED. ALL AYE

MOTION BY ROSEMARIE NAPLES SECONDED BY LORAIN COE TO APPROVE FEBRUARY 28, 2009 MEETING MINUTES AS PRESENTED. ALL AYE

It was noted that Maryjane Malavasi's name should be listed under Others Present and removed from Members Present.

MOTION BY LORAIN COE SECONDED BY ROSEMARIE NAPLES TO APPROVE MARCH 3, 2009 MEETING MINUTES AS AMENDED. ALL AYE

It was noted that Maryjane Malavasi's name should be listed under Others Present and removed from Members Present.

MOTION BY LORAIN COE SECONDED BY ROSEMARIE NAPLES TO APPROVE MARCH 7, 2009 MEETING MINUTES AS AMENDED. ALL AYE

It was noted that L. Francis responded no to R. DeSimone's question in paragraph 2.

MOTION BY ROSEMARIE NAPLES SECONDED BY ELMER CLARKE TO APPROVE MARCH 10, 2009 MEETING MINUTES AS AMENDED. ALL AYE

Invoices

MOTION BY ROB DESIMONE SECONDED BY LORAIN COE TO APPROVE INVOICE FROM BETH MONCATA IN THE AMOUNT OF \$540.00 FOR SECRETARIAL SERVICES. ALL AYE

Public Comment

None

Budget Workshop

4500 - Human Services Coordinator

Total approved \$49,174.00

4508 - Human Services

Total approved \$19,619.00

4515 - Social Services

Total approved \$500.00

4518 - Transportation Services

Total approved \$42,240.00

4555 - Durham 60+ Club

Total approved \$600.00

4570 - Youth Services

Fran Korn read a list of recommended adjustments to their budget as submitted by Jan Muraca. The Board agreed with her recommendation.

Total approved \$33,530.00

4599 - Durham Senior Citizen Board

Line #103 Secretarial Wages - reduced to zero

Line #153 Postage - reduced to \$890.00

Total approved \$17,000.00

5001 - Library Wages

Line #109 Director Salary - reduced to \$68,746.00

Total approved \$305,459.00

5002 - Library Information Technology

Total approved \$36,133.00

5003 - Library Buildings & Grounds

Total approved \$58,952.00

5004 - Library Books & Media

MOTION BY ROSEMARIE NAPLES SECONDED BY ROB DESIMONE TO ADJUST NUMBERS BACK TO DEPARTMENT REQUEST TOTALING \$52,000. ALL AYE

5005 - Library Expenses

Total approved \$22,221.00

5006 - Parking Lot Lease

It was noted that the Board of Selectmen have contacted the Church to discuss.

Total approved \$2,905.00

5501 - Recreation Department Wages

F. Korn requested staff composition.

Line #116 Staff Wages - summer program staying at 3 days - reduce line to \$26,169.00

Total approved \$77,741.00

Revenue

M. Malavasi noted that Laura Francis would like the Board of Finance to consider charging a fee for the 2010 Summer estimated at 260 participants.

Total Revenue approved \$6,500.00

5505 - Recreation Department Expenses

Total approved \$53,040.00

6030 - Farmers Market

Total approved \$1,150.00

7500 - DMIAAB

Total approved \$362,114.00

7505 - Landfill Water System Maintenance

Total approved \$3,500.00

7510 - Household Hazardous Waste

Total approved \$5,645.00

General Discussion

Reviewed Capital Budget requests; new total \$28,315.00

MOTION BY R. DESIMONE SECONDED BY L. COE TO MOVE 5 YEAR CAPITAL PLAN #4032 REPLACEMENT OF PAGERS & RADIOS IN THE AMOUNT OF \$10,850 INTO RESERVE ACCOUNT. ALL AYE

3005 - Capital Equipment

MOTION BY FRAN KORN SECONDED BY ROSEMARIE NAPLES TO MOVE \$32,000 FROM #3005 CAPITAL EQUIPMENT TO HIGHWAY DEPARTMENT CAPITAL EQUIPMENT RESERVE FUND. ALL AYE

3006 - Highway Department Wages

F. Korn requested a breakout by employee

3007 - Highway Seasonal Wages

There was discussion on last year's budget and manpower.

MOTION BY JAY BERARDINO SECONDED BY ELMER CLARK TO REDUCE 3007 HIGHWAY SEASONAL WAGES TO \$15,000. ALL AYE

3008 - Highway Vehicle Maintenance

MOTION BY ROSEMARIE NAPLES SECONDED BY JAY BERARDINO TO APPROVE 3008 HIGHWAY VEHICLE MAINTENANCE AS PRESENTED IN THE AMOUNT OF \$45,500. ALL AYE

3009 - Town Garage Maintenance

Line #253 Telephone - reduced to \$7,440.00

MOTION BY ROSEMARIE NAPLES SECONDED JAY BERARDINO TO APPROVE 3009 TOWN GARAGE MAINTENANCE IN THE AMOUNT OF \$16,240. ALL AYE

3010 - Public Works

F. Korn asked Maryjane if she received a complete inventory listing from K. Bober. She stated no, that she would check with him.

MOTION BY ROSEMARIE NAPLES SECONDED BY LORAIN COE TO APPROVE 3010 PUBLIC WORKS AS PRESENTED IN THE AMOUNT OF \$61,550.

DISCUSSION: R. Desimone questioned the cost of line #581 bituminous concrete. M. Malavasi commented that they hoped Tilcon who supplies this line would be lowering their price. She noted that another vendor has dropped their pricing and they are hopeful for a trickle down.

VOTE: FRAN KORN, LORAIN COE, ROSEMARIE NAPLES - AYE; JAY BERARDINO, ROB DESIMONE, ELMER CLARK -NO; MOTION FAILED.

MOTION BY JAY BERARDINO SECONDED BY ROB DESIMONE TO APPROVE 3010 PUBLIC WORKS IN THE AMOUNT OF \$56,500. REDUCING LINE #581 TO \$7,000.
NO DISCUSSION.

LORAIN COE, ELMER CLARK, ROB DESIMONE, JAY BERARDINO, AYE
FRAN KORN, ROSEMARIE NAPLES, NO; MOTION CARRIED.

3011 - Snow Removal

MOTION BY ROSEMARIE NAPLES SECONDED BY JAY BERARDINO TO APPROVE 3011 SNOW REMOVAL AS PRESENTED IN THE AMOUNT OF \$139,500. ALL AYE

3012 - Catch Basin Cleaning

MOTION BY ROSEMARIE NAPLES SECONDED BY FRAN KORN TO APPROVE 3012 CATCH BASIN CLEANING AS PRESENTED IN THE AMOUNT OF \$18,000. ALL AYE

3013 - Highway Department Vehicle Fuel

MOTION BY ELMER CLARK SECONDED BY JAY BERARDINO TO APPROVE 3013 HIGHWAY DEPARTMENT VEHICLE FUEL AS PRESENTED IN THE AMOUNT OF \$42,050. ALL AYE

3014 - Chip Sealing

MOTION BY ELMER CLARK SECONDED BY ROSEMARIE NAPLES TO APPROVE 3014 CHIP SEALING AS PRESENTED IN THE AMOUNT OF \$195,200.

DISCUSSION: The amount of roads done last year was discussed. R. DeSimone questioned the pricing of asphalt commenting it should be going down and that this item would be going out to bid. R. Naples expressed concern over not having the results from the study to base this budget on.

JAY BERARDINO, ROB DESIMONE, NO

FRAN KORN, ROSEMARIE NAPLES, LORAIN COE, ELMER CLARK, AYE
MOTION CARRIED.

3016 - Highway Sweeping

MOTION BY ROSEMARIE NAPLES SECONDED BY ELMER CLARK TO APPROVE 3016 HIGHWAY SWEEPING AS PRESENTED IN THE AMOUNT OF \$23,000. ALL AYE

1565 - Information Technology

M. Malavasi explained changes:

Line #230 Finance Software: add \$5,084 for purchase order system and \$1,175 for training

Line #236 Website: reduce to \$5,524.00, received 10% discount

Total \$49,155.00

Meeting adjourned at 9:35 p.m.

Respectfully submitted:

Beth Moncata