

Shutesbury Finance Committee Meeting Minutes
Tuesday, January 21, 2013, Town Hall

Members Present: Eric Stocker, Gary Hirshfield, Al Hanson, , George Arvanitis, Rus Wilson and Weezie Houle, Lori Tuominen **Visitors Present:** Becky Torres, Tom Harding, Gail Weiss, Town Accountant and Gabe Volker, Town Treasurer

1. Meeting Called to order at 7pm
2. Gabe Volker, Town Treasurer: New request: \$1,700 additional line item for the tri-annual actuarial review.
3. Gail Weiss, Town Accountant: Increase in the annual software maintenance
4. Police Budget presentation: Tom Harding
 - a. Some personnel changes
 - b. They will have to continue to rely on Orange, Leverett or Sunderland to process bookings.
 - c. State req's 40 hours of training, including lots of varied topics. 16 hours are up to the officers. They do training at local sites with other towns.
 - d. Budget Review:
 - i. Loss of \$11,000 Grant Funds
 - ii. Recurring Operational Expenses: \$4,202
 - iii. Uniform budget – Everyone is fairly conservative with spending
 - iv. Sargent – Quinn Bill \$. Is there some way to get her some more salary funds? Tom spent a long time recruiting her. Designating it as an educational incentive can make the expense go away at the end of her tenure.
 - v. Two full timers can be more flexible.
 - vi. Gabe is in charge of following up on the Soto pay back for academy expenses, which will be done through direct deposit to the town.
 - vii. Discussion about looking at the Sergeant pay rate that could be out of sync with market value.
 - viii. Vehicles are in good shape. The mileage:
 1. 2010 Ford Explorer: 54,500
 2. 2011 Crown Vic: 46,000
 3. 2008 Crown Vic: 82,000
 - ix. He was going to ask for a new cruiser. He thinks he can wait a year.
 - x. Fire Arms: in evidence that have been there for a long time. They have been appraised as well as the current duty weapons. Combined is \$2,715. They need \$4,900 in new weapons. The trade-ins are worth \$2,715 and they would need an additional \$2,186. The holsters are expensive. The trade-in funds will go into free cash and then he would have to request it. Tom felt it could be done over time.

- xi. Phone line is funky.
 - xii. Tom is asking for an increase of \$3,000 in his operating budget for software, radio use fees, licenses, etc.
 5. Approve the minutes of January 7, 2014 as amended.
 6. Brief review of OPEB. We agree that we will continue to fund from the budget at an increase of \$10,000.
 7. The regional school district is going to be coming up with a capitalization expense of about \$80-90,000 for Shutesbury.
 8. Expense Report: All line items are looking good for half way through the year.
 9. Revenue Report: All line items are looking good for half way through the year.
 10. Budget Review
 11. No Committee Reports
 12. Next meeting is Tuesday, February 4th, 2014, 7pm
 13. Upcoming Finance Committee meeting dates and Department Head presentations of FY15 budget.
 - Feb 4: All Boards Meeting, SES, presentation
 - Feb 18: Personnel Board, Library
 - Mar 4: School, Part 2, OPEB review with George =
 - Mar 18: Fire Dept., Capital Planning, Tax Collector
 - Apr 1: Regular Mtg.
 - Apr 15: Final Budget, Warrant voting
 - Apr 29: Town Meeting presentation prep
 - May 3 Annual Town Meeting
- Meeting adjourned at 9:12pm.