

**Shutesbury Finance Committee**  
**Tuesday, Dec. 7, 2010, 7 p.m., Town Hall**

**Minutes**

**Finance Committee Members Present:** Patrick Callahan, Bill Wells, Lori Tuominen, George Arvanitis, Weezie Houle, Rus Wilson, Gary Hirshfield, **Visitors:** Becky Torres, Tom Harding, Walter Tibbetts

- 1) Call to Order 7:06pm
- 2) 7:09p.m., met with Tom Harding, police chief, for annual budget review.
  - a) Patrick reviewed the state economy
  - b) Receiving a donation of in-cruiser laptops. They will need about \$300 per laptop plus the monthly fee for air cards.
  - c) They did not hire a part-time officer that they recently advertised for. The juggling continues. 7 days per week 2 shifts.
  - d) They are cool with level funding.
  - e) Fuel: They get \$5,900. They are keeping track on a clip board.
  - f) The car that the chief is driving has 115,000 miles on it. Its current value is \$6,400 and is a 2004. It is getting to the point of diminishing returns. He will ask Capital Planning for a new car this year. He would like another Crown Vic and this is the last year they will be produced. \$30,000.
  - g) They have an account with MSP for online professional training.
  - h) Long range plans should include thoughts toward adding on to the fire station to create a public safety complex. They don't need more space, just more availability for privacy for a variety of reasons.
- 3) Annual budget review with Walter Tibbetts, fire chief.
  - a) They have had 74 calls so far this FY, about 62% of the average of about 120 per year at 40% of the year.
  - b) Looking at FY13, three options in replacing Engine 1:
    - i) Replace what we have \$325 – 425,000
    - ii) Go to a different type of truck, single axle 2,000 tank
    - iii) Refurbished, take Engine 1's body, which is all aluminum with no corrosion, slide a new chassis and cab under it. Leverett got a quote for theirs and are looking at \$240,000. The company will do a quote for no cost. There would be some downtime while it was being refurbished.
  - c) Gas cleanup – Disruption depends upon when and what they do.
  - d) Looking at a tanker. Conway just bought one for \$200,000.
  - e) Regional Dispatch: 911 grant is looking into hiring a company to do a feasibility study for a redundancy program.
  - f) He has done some thinking about designing a public safety complex.
  - g) National Grid is working an estimate to get 3-phase power up the fire station to service a carbon infiltration system.
  - h) His vehicle has about 135,000 miles. It is still functioning and running fine.
    - i) He put in a proposal for a 4 x 4 gator UTV for capital planning.
- 4) **Approved minutes** from November 9, 2010.

- 5) **Update on fund transfer for dishwasher at school:** Motion to rescind the funding of the dishwasher from Finance Committee Reserves for \$10,000. Unanimously passed.
- 6) **Update on fire station cleanup:** Discussion of any necessary budget adjustments.
- a) Becky presented a SUV System Installation Estimate – you get 90% return in the first 6 months, hopefully it would run for only a year or a year and a half. The 3-Phase all by itself could cost \$400,000.
  - b) Discussion regarding building a new fire station and remove the soil. The best solution may be to build a new building, demo the old one and remove the contaminated soil.
- 7) **School Lunch Program is failing:** -\$2,410.37 - We will revisit that at next week's meeting.
- 8) **Reports of Committees:**
- a) **CPA – Bill Wells:** They met last week and approved the Community Preservation Plan which includes the application plan. It will be posted.
  - b) **Personnel – George Arvanitis:** The sick bank is a good-faith, benevolent policy. The sick bank is only half funded. This is to be discussed and resolved later. Reviewed job descriptions. Updating the goals for FY11. Their performance reviews will be measured against their goals. More work is needed on the handbook. April Stein has been named the Chair and George has been named the Secretary.
  - c) **LFC – George Arvanitis:** There is a discussion regarding hiring a consultant to help with the fundraising. They typically conduct a feasibility study, determine a goal, do training and public relations, case statement and marketing materials. The committee is split on the issue. We did an RFP and got four proposals. The higher end options were eliminated. They will be interviewing two of the consultants on Monday, December 15, 2010.
  - d) **LFNAC – Lori Tuominen:** The LFNAC is working hard to complete the grant and meeting often.
  - e) **School Committee – Weezie Houle:**
  - f) **Regional School update –**

9) **Adjourned at 9:51pm**

- a) December 14, 2010: 7pm Highway Dept, 8pm Library
- b) January 4, 2010: 8pm School Committee
- c) January 18, 2010: 7pm Open Boards, Committees, other Departments
- d) February 1, 2010: 7pm Capital Planning
- e) February 15, 2010: 8pm Select Board (general FY12 discussion)