

**Shutesbury Finance Committee Minutes**  
**December 15, 2016 - Shutesbury Town Hall, 7pm**

**Members Present:** George Arvanitis, Eric Stocker, Elaine Puleo, Bob Groves, Jim Hemingway, Jim Walton and Weezie Houle **Non-Members present:** Becky Torres, Tim Hunting,

1. Meeting called to order at 7:12.
2. Approved the minutes from December 1, 2016 as amended.
3. Bob presented a Financial Data spreadsheet 2005-2015.
4. Highway Dept. Budget Review with Tim Hunting
  - a. Tim is happy with everything level funded except for the Highway Uniform Service account. Currently its \$4,100, but now he has additional staff and he needs the budget to go to \$4,600. This would cover it for 3 guys.
  - b. Capital Planning needs: He may possibly need a snow plow, around \$5,000. He is not bringing it forward right now. But maybe next year.
5. Review Expense Report
  - a. We are at the halfway point in the year, so most accounts should be at 50%.
  - b. Bob asked clarifying questions about accounts
  - c. We will need to put more funds in the legal account in the next few months.
  - d. We should look at the independent audit line for some potential saving for the budget.
  - e. We need to talk to Ken about the revaluation schedule (3 or 5 years)
  - f. The police wages – they get paid for holidays if whether they work or not. And if they do work, they get 2.5%. They also get a bonus if they work all of the holidays. The account is going to need more funds in the budget.
  - g. We are going to review the police wages at a future meeting. The chief's contract negotiations are underway.
  - h. The health insurance is looking ok. Gabe's recommendation is not to increase this account for next year. Hopefully Hampshire County Trust will not go up.
  - i. Insurance and bonds: We will have more expenses in this account. We have gotten about \$10,000 in credits back. There is more of a buffer this year than usual.
  - j. Our Workman's comps claims had been threatening but they have gone away.
  - k. Legal issue re: a well. The select board has scheduled a meeting for it. There is a new concept to attempt to solve the problem. But we can't talk about it until after the negotiations. It will cost more than the first round as it could benefit multiple parties. We already spent about \$34,000.
6. Income Reports – We hope to have them in January. Collections are at 98.9% for 2016.
7. Reports from Committee
  - a. Capital Planning: Jim Walton – They have not met yet.
  - b. Broadband Committee: Eric –
    - i. It is inching along. Eric believe the pole survey is supposed to start Monday.
    - ii. MBI is soliciting companies to solicit companies to come in, build a network and operate it.
    - iii. Leverett had to double their repair budget for the fiber.
    - iv. WiredWest had put out a RFI and a RFP for service providers.

- v. Broadband Committee asked that the Select Board sign a letter to MBI to involve the towns in the process.
  - c. Visioning Committee: Bob -. There will be general but no specific recommendations coming out of the committee. They will be working with the consultant about what the report will contain. Both public sessions have been held.
  - d. Regional Assessment Committee: George – They have not met yet.
  - e. Personnel Board – George – They are reviewing job descriptions and analyzing current clerk hours and functions.
  - f. School Committee – Weezie will report on the November meeting at the January meeting.
8. Four Town Meeting preparation discussions.
9. Meeting adjourned at 9:10pm.
10. Next Meeting: January 7, 2017, 9am, Amherst Regional Middle School library
11. Upcoming FY17 Meeting Schedule
- a. Thursday, January 7, 2017, 9am, Amherst Regional Middle School library
  - b. Tuesday, January 10, 2017, 7pm, School Committee, Select Board, 7:15pm
  - c. Thursday, January 26, 2017, 7pm, Financial Dept Heads, Tax Collector, 7:15pm
  - d. Thursday, February 9, 2017, 7:15 Fire Dept, Amherst Regional Budget, 8pm
  - e. Thursday, February 23, 2017, 7pm, Capital Planning, ,7:15pm
  - f. Thursday, March 9, 2016, 7pm, Personnel Board, 7:15pm
  - g. Thursday, March 23, 2016, 7pm
  - h. Thursday, April 6, 2016, 7pm, Final Budget, Warrant voting
  - i. Thursday, April 20, 2016, 7pm, Prep for Town Meeting
  - j. Saturday, May 6, 2016, 8:30am, Town Meeting
  - k. Thursday, June 8, 2016, 7pm