

**Finance Committee  
Meeting Minutes  
Monday, March 26, 2018 at 7:00 pm  
Bellingham Municipal Center  
Arcand Meeting Room**

1. Finance Committee Members Present: J. Allam, J. Collamati, J. Flannery, M. Fernandes, K. Keppler, K. Clark, K. Grant
2. Finance Committee Members Absent: None
3. Meeting Commenced at 7:00 pm
4. Appointment of Tina Griffin as Finance Committee Clerk. A motion was made by K. Grant and seconded by J. Collamati to approve Tina Griffin as Minutes Clerk. Approved 7/0.

The following Articles were discussed and voted on, according to the order below:

5. ATM Article 5. Conveyances and Easements – No discussion. A motion was made by J. Collamati and seconded by J. Flannery. Recommended 7/0, Funding \$1.00 from Free Cash.
6. ATM Article 6. Purchase of Surplus Equipment – No discussion. A motion was made by K. Keppler and seconded by K. Clark. Recommended 7/0, Funding \$1.00 from Free Cash.
7. ATM Article 7. Town Property Auction – No discussion. A motion was made by J. Flannery and seconded by J. Collamati. Recommended 7/0, no funding required.
8. ATM Article 8. Highway Construction – Brief discussion of road conditions and funding repairs. A motion was made by J. Collamati and seconded by K. Keppler. Recommended 7/0, no funding required.
9. The Finance Committee Discussed ATM Article 1 and reviewed the following Operating Expense Accounts in the order below:

		<u>Elected Appointed Salaries</u>	<u>Salaries</u>	<u>Expenses</u>	<u>Total June 30 2019</u>
114	Town Meeting Moderator	\$ -		\$ 350	\$ 350
122	Selectmen	\$ 12,900	\$ 71,385	\$ 34,101	\$ 118,386
123	Town Administrator	\$ -	\$ 177,020	\$ 3,012	\$ 180,032
131	Finance Committee	\$ -	\$ 3,820	\$ 1,575	\$ 5,395
132	Reserve Fund	\$ -	\$ -	\$ 25,000	\$ 25,000

Motion to recommend accounts 114, 122, 123, 131 and 132 by J. Collamati and seconded by K. Keppler. Recommended 7/0.

135	CFO	\$ -	\$ 225,714	\$ 53,618	\$ 279,332
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137	Assessors	\$ -	\$ 139,271	\$ 32,600	\$ 171,871
145	Treasurer Collector	\$ -	\$ 235,081	\$ 80,910	\$ 315,991
151	Town Counsel	\$ -	\$ -	\$ 85,000	\$ 85,000
152	Human Resources	\$ -	\$ 100,220	\$ 4,203	\$ 104,423

Motion to recommend accounts 135, 137, 145, 151 and 152 by K. Keppler and seconded by J. Flannery. Recommended 7/0.

154	Management Information Systems	\$ -	\$ 152,254	\$ 246,698	\$ 398,952
161	Town Clerk	\$ 68,248	\$ 41,307	\$ 17,450	\$ 127,005
162	Elections	\$ -	\$ 31,700	\$ 22,000	\$ 53,700
163	Registrars	\$ -	\$ 1,400	\$ 11,000	\$ 12,400

Motion to recommend accounts 154, 161, 162 and 163 by J. Flannery and seconded by K. Clark. Recommended 7/0.

171	Conservation	\$ 7,000	\$ 41,616	\$ 13,503	\$ 62,119
172	Planning Board	\$ 5,000	\$ 88,993	\$ 4,200	\$ 98,193
173	Zoning Board	\$ 4,500	\$ 2,997	\$ 1,100	\$ 8,597
183	Disability Commission	\$ -	\$ 1	\$ 1	\$ 2
189	Public Building Maintenance	\$ -	\$ 69,135	\$ 219,500	\$ 288,635

Motion to recommend accounts 171, 172, 173, 183, 189 by J. Collamati and seconded by K. Keppler. Recommended 7/0.

190	OTJ Injury deductible	\$ -	\$ -	\$ 15,000	\$ 15,000
193	Property Liability Insurance	\$ -	\$ -	\$ 443,760	\$ 443,760
194	Retirement Assessment	\$ -	\$ -	\$ 3,128,692	\$ 3,128,692

Account 194 is based on an invoice from the State Retirement Plan. Motion to recommend accounts 190, 193 and 194 by K. Clark and seconded by M. Fernandes. Recommended 7/0.

195	Medicare Employer Share	\$ -	\$ -	\$ 426,300	\$ 426,300
196	Town Reports	\$ -	\$ -	\$ 3,000	\$ 3,000
197	Physical Occupational Health	\$ -	\$ -	\$ 37,500	\$ 37,500
251	Town Inspector	\$ -	\$ 161,203	\$ 7,887	\$ 169,090
253	Inspector Plumbing Gas	\$ -	\$ 30,091	\$ 595	\$ 30,686
255	Electrical Inspector	\$ -	\$ 29,000	\$ 995	\$ 29,995
292	Animal Control	\$ -	\$ 127,558	\$ 7,700	\$ 135,258

Motion to recommend accounts 195, 196, 197, 251, 253, 255 and 292 by J. Collamati and seconded by J. Flannery. Recommended 7/0.

294	Tree Warden	\$ 3,700	\$ 6,500	\$ 20,000	\$ 30,200
299	Auxiliary Police	\$ -	\$ -	\$ 5,817	\$ 5,817
303	School Transportation	\$ -	\$ -	\$ 2,272,591	\$ 2,272,591
424	Street Lighting	\$ -	\$ -	\$ 150,000	\$ 150,000

Motion to recommend accounts 294, 299, 303 and 424 by K. Keppler and seconded by K. Clark. Recommended 7/0.

433	Solid Waste Recycling Center	\$ -	\$ -	\$ 900	\$ 900
439	Sanitary Landfill	\$ -	\$ -	\$ 10,000	\$ 10,000
491	Cemetery	\$ 3,600	\$ -	\$ 4,300	\$ 7,900
510	Board of Health	\$ 6,000	\$ 110,024	\$ 16,407	\$ 132,431
541	Council on Aging	\$ -	\$ 179,513	\$ 48,365	\$ 227,878

543	Veterans Services	\$ -	\$ 8,500	\$ 112,100	\$ 120,600
549	Veterans Grave Agent	\$ -	\$ -	\$ 250	\$ 250

Motion to recommend accounts 433, 439, 491, 510, 541, 543 and 549 by J. Collamati and seconded by K. Keppler. Recommended 7/0.

610	Library	\$ 600	\$ 403,756	\$ 176,400	\$ 580,756
630	Parks and Recreation	\$ 3,050	\$ 141,500	\$ 61,000	\$ 205,550
650	Historical Commission	\$ -	\$ -	\$ 4,500	\$ 4,500
651	Cultural Council	\$ -	\$ 7,500	\$ -	\$ 7,500
660	Memorial Day Veterans Day	\$ -	\$ -	\$ 15,000	\$ 15,000

Motion to recommend accounts 610, 630, 650, 651 and 660 by K. Keppler and seconded by K. Clark. Recommended 7/0.

302	BV Vocational	\$ -	\$ -	\$ 1,017,089	\$ 1,017,089
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Brief discussion by Mr. Fraine regarding number of students attending. Motion to recommend account 302 by K. Keppler and seconded by J. Flannery. Recommended 7/0.

Account 750 (Debt Service Interest and Principal) will be discussed at the next meeting on April 9<sup>th</sup>.

992	EE and Retiree Health Insurance	~	~	~	\$ 6,600,000
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Brief discussion about the increasing annual cost, guidance from outside consultants Benefit Strategies, \$6.6M is net of employee cost sharing. Total cost for Town and School employees. Motion to recommend account 992 by J. Collamati and seconded by K. Keppler. Recommended 7/0.

10. ATM Article 3 Water Enterprise – This item was delayed from last week. Total expense for Water Enterprise Fund is \$3,260,002 (continuation from last week). Motion to recommend by J. Collamati and seconded by K. Keppler. Recommended 7/0.

11. ATM Budget Discussion – Requested DPW Director to attend the April 23<sup>rd</sup> meeting to review and discuss DPW Warrant Articles.

Fire Dept. had previously requested \$112,000 for Replacement Turn-Out Gear funded from "Free Cash." Request to change funding source to "Ambulance Receipts." A motion was made by J. Collamati and seconded by K. Keppler. Recommended 7/0.

12. New Business: Emails, Bills, Correspondence:

A Draft of the Minutes from the meeting held on March 12, 2018 was accepted, with one revision.  
Motion made by K. Clark and seconded by K. Keppler. Accepted 7/0.

Meeting Adjourned: 7:55 pm

Respectfully Submitted,

*Tina M. Griffin*

Tina M. Griffin

**NEXT MEETING WILL BE HELD ON APRIL 09, 2018 AT 7:00 PM**