

**TOWN OF STOCKBRIDGE, MA.**

**JOINT SELECT BOARD-FINANCE COMMITTEE MEETING MINUTES**

**THURSDAY, MARCH 30, 2017 AT 3 PM**

- 1. THE MEETING WAS CALLED TO ORDER AT 3:07 PM**
- 2. SELECT BOARD ATTENDEES: CHUCK CARDILLO, DON CHABON AND STEVE SHATZ**

**FINANCE COMMITTEE ATTENDEES: JAY BIKOFSKY, JIM BALFANZ, MARY BOYCE, NEIL HOLDEN, JIM MCMENAMY AND DIANE REUSS**

**ALSO ATTENDING: DIANIELLE FILLIO AND MARK WEBBER**

**OTHER ATTENDEES: KEITH RAFTERY**

- 3. THE JOINT SELECT BOARD-FINANCE COMMITTEE MINUTES OF MARCH 23, 2017 WERE APPROVED (6-0 BY THE FINANCE COMMITTEE) WITH ONE CORRECTION RELATING TO THE SBA FUNDING REQUEST.**
- 4. TREASURER'S BUDGET PRESENTATION:**

**THE BUDGET FOR THIS DEPARTMENT WAS PRESENTED TO THE JOINT COMMITTEE BY KAREN WILLIAMS. THE MAJOR BUDGET CHANGE RELATED TO A PROPOSED SALARY INCREASE TO \$54, 288, ANNUALLY, FROM THE PROPOSED BUDGET OF \$50,528. KAREN EXPLAINED TO THE COMMITTEE THAT THE INCREASE WAS REQUESTED AS A RESULT OF AN INCREASE IN HER WORK LOAD TO INCLUDE DOCUMENTATION OF EXISTING TOWN EMPLOYEE SALARY, PAYROLL MANAGEMENT, HEALTH BENEFITS, DEBT SERVICE, OPEB AND BANK AUDITS.**

**THE COMMITTEE NOTED THAT KAREN WORKS FOUR (4) DAYS PER WEEK IN STOCKBRIDGE AND ONE (1) IN WEST STOCKBRIDGE REPRESENTING AN ANNUALIZED SALARY OF \$50,528 FROM STOCKBRIDGE AND AN ADDITIONAL \$17,000 ANNUALLY FROM WEST STOCKBRIDGE.**

**AFTER CONSIDERABLE DISCUSSION, THE FINANCE COMMITTEE CONCLUDED THAT, AS KAREN REPRESENTED A VALUED AND PRODUCTIVE TOWN EMPLOYEE, IT WOULD RECOMMEND TO THE SELECT BOARD THAT CLERICAL ASSISTANCE BE MADE AVAILABLE TO EASE HER WORK LOAD AND THE PROPOSED SALARY INCREASE BE CONSIDERED NEXT YEAR. THE COMMITTEE VOTED 5 IN FAVOR OF THIS ACTION WITH MARY BOYCE OPPOSED.**

**PAGE 2: JOINT SELECT BOARD-FINANCE COMMITTEE MEETING MINUTES OF MARCH 30, 2017 CONTINUED:**

**5. TOWN ACCOUNTANT'S BUDGET PRESENTATION:**

**THE BUDGET FOR THIS DEPARTMENT WAS PRESENTED TO THE JOINT COMMITTEE BY ELAINE MARKHAM. THE MAJOR CHANGE PROPOSED BY ELAINE WAS HER REQUEST FOR A \$7,000 ANNUAL SALARY INCREASE. ELAINE EXPLAINED THAT THIS REQUEST WAS PROPOSED AS A RESULT OF AN INCREASE IN HER WORK LOAD ATTRIBUTED TO PAYROLL CHANGES, BUDGETS, VENDOR BILLS, DOCUMENTATION OF COMMUNITY PRESERVATION REQUESTS, AND ANNUAL AUDIT PREPARATION.**

**THE COMMITTEE NOTED THAT ELAINE WORKS 30 TO 34 HOURS PER WEEK FOR THE TOWN OF STOCKBRIDGE AT A NEWLY PROPOSED ANNUAL BUDGETED SALARY OF \$52,860 AND FOR WEST STOCKBRIDGE THE REMAINDER OF TIME AT AN ADDITIONAL ANNUAL SALARY OF \$17,000.**

**THE FINANCE COMMITTEE DISCUSSED AT SOME LENGTH THIS PROPOSAL AND CONCLUDED THAT, AS ELAINE REPRESENTED A VALUED AND PRODUCTIVE TOWN EMPLOYEE, IT WOULD RECOMMEND TO THE SELECT BOARD THAT CLERICAL ASSISTANCE BE MADE AVAILABLE TO EASE HER WORK LOAD AND THE PROPOSED SALARY INCREASE BE CONSIDERED NEXT YEAR. THE COMMITTEE VOTED 5 IN FAVOR OF THIS ACTION WITH MARY BOYCE OPPOSED.**

**6. FIRE DEPARTMENT:**

**THIS BUDGET WAS PRESENTED BY PETER SOCHA. THE EXPENSE BUDGET WAS PRESENTED AS LEVEL FUNDED WITH THE \$15,000 VOLUNTEER STIPEND MOVING THIS BUDGET CYCLE TO SALARY EXPENSE FROM LAST YEARS WARRANT ARTICLE. THE COST OF LIVING ADJUSTMENT WAS ALSO INCLUDED. PETER MENTIONED THAT A WRITTEN PROCEDURE EXISTED FOR PAYING THE STIPEND WITH NO ONE INDIVIDUAL PAID MORE THAT \$800.**

**PETER THAN WENT ON TO PRESENT TWO CAPITAL BUDGET ITEMS FOR CONSIDERATION BY THE JOINT COMMITTEE. THE FIRST OF THESE WAS THE PROPOSED REPLACEMENT OF ENGINE 3. THE DEPARTMENT BUDGETED \$200,000 FROM STABILIZATION AND \$200,000 TO BE ALLOCATED FROM FREE CASH. THE COMMITTEE DISCUSSED REFURBISHED VS. NEW AS AN OPTION TO BE FULLY EXPLORED. BASED UPON THE RESULT, THE COMMITTEE FELT THAT FREE CASH SHOULD NOT BE USED BUT RATHER A WARRANT ARTICLE FOR A 10 YEAR STATE NOTE BE PRESENTED FOR THE BALANCE. MORE TO FOLLOW ON THIS.**

**PAGE 3: JOINT SELECT BOARD-FINANCE COMMITTEE MEETING MINUTES OF MARCH 30, 2017 CONTINUED:**

**PETER SOCHA ALSO PRESENTED A SECOND CAPITAL REQUEST FOR REPLACEMENT OF THE ROOF ON THE MAIN FIRE STATION.**

**CHIEF CARDILLO RECUSED HIMSELF AND THE COMMITTEE DECIDED TO DEFER ACTION ON THE CAPITAL REQUESTS UNTIL THE MATTER OF NEW VS. REFURBISHED REPLACEMENT OF ENGINE 3 WAS CLARIFIED AS RESPECTS COST AND UTILIZING 10 YEAR STATE NOTES.**

- 7. THE TRI-TOWN HEALTH BUDGET WAS PRESENTED BY JIM WILUSZ AND HANK SCHWERNER. THE INCREASES PRESENTED INCLUDED A COST OF LIVING ADJUSTMENT AS WELL AS INCREASED HEALTH INSURANCE EXPENSES REPRESENTING 8.7%.**

**THE FINANCE COMMITTEE VOTED 6-0, UNANIMOUSLY, TO APPROVE THIS BUDGET.**

- 8. OTHER BUSINESS: THE NEXT MEETING IS SCHEDULED FOR THURSDAY, APRIL 6<sup>TH</sup> AT 3PM TO REVIEW THE LIBRARY BUDGET AND CONCLUDE REVIEW OF EXPENSE AND CAPITAL BUDGET REQUESTS.**
- 9. THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 5:25 PM.**