

**MINUTES ADVISORY COMMITTEE**  
**FEBRUARY 27, 2008**

Meeting called to order by Chairman Wilson with Beverly Lund, Nick Thomo, Greg Burnham and David Holdcraft in attendance.

**APPROVAL OF MINUTES**

Mr. Thomo moved to approve the minutes with corrections; Mrs. Wilson seconded; so voted.

**ADDITIONAL ARTICLES ANNUAL TOWN MEETING**

Additional articles were received as follows:

**Police Department** - \$32,000 to replace the 2002 Crown Victoria Cruiser with approximately 115,000 miles. The original vehicle replacement plan submitted by the Police Chief included this replacement;

**Water Department** – The sum of \$10,000 to be transferred from the Water Surplus Account to the Water system Maintenance Improvement Account.

**ADDITIONAL BUDGETS**

The following budgets were received from the Highway Department:

**Municipal Gasoline** – up from \$28,000 to \$33,000;

**Municipal Diesel Fuel** – up from \$15,264 to \$18,317.

**TRANSFER REQUEST – HIGHWAY DEPARTMENT – SNOW AND ICE**

Mr. Chaffee was not present at the meeting due to the weather conditions. Mr. Burnham noted that this request would bring the amount to be expended to \$100,000. A number of questions arose. Mr. Thomo moved to send a letter to the Highway Superintendent asking him to come to the next meeting, to request a copy of the expenditures to date for the Snow and Ice Budget, to ask if he uses the “piggy back” system to plow and if so, why; Ms. Lund seconded; so voted.

**CAPITAL IMPROVEMENT PLAN VEHICLES – HIGHWAY DEPARTMENT**

The vehicle replacement plan was provided to the members. The questions as to how many hours were on the 1981 loader that he wants to replace was brought up. This information will be requested from Mr. Chaffee prior to the meeting on March 5, 2008.

**COLA INCREASE**

As a result of the question as to the salary increase for the school employees versus the increases for the town employees the following information was received:

Town Employees – 2003 – 2%; 2004 – 2%; 2005 – 4%; 2006 - 3.4%; 2007 – 4% and 2008 – 2.6%;

School Employee – 2003 – 2.5%; 2004 – 2.5%; 2005 2.5%; 2006 – 3%; 2007 – 3%-2008-3%;

School Support Staff – 2006 - 3%; 2007 – 3%; 2008 2 ¾%.

### **TOWN HALL FIRE ALARM INFORMATION**

Information regarding the propose burglar alarm system was presented to the members. Mr. Heller has met with Sonitrol and they have indicated that a fire alarm system for the Town Hall would be around 30-40 but they were not ready to quote on the system at that time. There was no quote received for a burglar alarm.

### **STABILIZATION FUND**

The Stabilization Fund balances were provided to the member as follows:

Total - \$627,994.51 with the Expendable being \$349,382.12 in the Regular account with \$5,257.11 in the Fire Department account and \$279.17 in the Highway Account. It was also noted that the non expendable fund is \$273,076.11 which is currently invested and can be spent but with a penalty.

### **MASTER PLAN**

Mr. Burnham advised the members that they are looking to join the Master Plan and the Open Space Committees into one which will allow them to enter into a contract with the Central Mass. Regional Planning commission. With this joint venture, less up front money will be needed to enter into a contract. He advised that in addition to the \$16,000 on the books they may need to go to the reserve Fund for additional funds to enter into the contract. If the two committees are joined then the contract can be signed and the article for the \$10,000 at the Annual Town Meeting will be sufficient.

They had been advised by the Administrative Assistant that town meeting vote was necessary to combine the two committees thus resulting in the need to go to the Reserve Fund due to the time frame of the town meeting vote. It was the consensus of the members that the two committees were formed by the Selectmen via charges and in their opinion the Selectmen have the right to combine the committees without a town meeting vote. They would just have to amend the two charges together.

### **APPOINTMENT ADVISORY COMMITTEE CLERK**

Mr. Thomo moved; Mr. Holdcraft seconded to appoint Bill Neault as clerk to the Committee; so voted. Mr. Neault with work with the secretary to prepare the necessary figures for the annual town meeting.

### **LEGAL EXPENSES**

An updated expenditure statement for Legal Services was provided to the members by the Selectmen.

### **CONTINUATION OF MEETING**

Mr. Holdcraft moved; Mr. Burnham seconded to continue the meeting beyond 9:00 pm.; so voted.

### **LINE ITEM REVIEWS**

The members reviewed the line items. It was the consensus of the members to level fund salaries; not to increase the hours for clerical personnel; not to fund new positions and to make a number of other recommendations. These recommendations will be added to the spread sheet for review by the members at which time they will be finalized. Once these changes are made the bottom line figure can be calculated with regards to proposition 2 ½.

The Chief of Police and the Board of Health will be invited back to a meeting to be held on March 12 to address some questions presented by the members.

### **ADJOURNMENT**

Mr. Thomo moved; Mr. Burnham seconded to adjourn the meeting; so voted. Meeting adjourned at 10:00 p.m.

Respectfully submitted,

Beverly A. Lund, Secretary

Date Approved by Committee: March 18, 2008

Date Submitted to Board of Selectmen: March 19, 2008