

June 21, 2017

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2017 JUN 22 AM 9:13

TOWN OF LUDLOW

Meeting of the Finance Committee held on Wednesday, June 21, 2017 beginning at 6:00 p.m. in Conference Room #1 in the Town Hall.

Members present: Maureen Downing, Chairman, Eric Gregoire, Susanne Boyea, Joan Cavallo, Richard Moskal, Raymond Yando and Beverly Tokarz

Members excused: Heidi Fogg

First Order of Business: The Pledge of Allegiance

At this time the committee met with Carolyn Rogowski from the Board of Health to discuss a request for a Reserve Fund Transfer. She is requesting \$7,172 for payroll for stipends for the members in the amount of \$3,300 and \$2,500 from the Nurses Contract for an employee's certificate and the clerical upgrade to 25 hours. There was a retirement vacation for \$1,000 and Working out of Grade for this month. Ms. Collins feels that some of the money is already in their budget. There was some discussion to explain the transfers to the Board of Health budget.

Moved by Mr. Yando, seconded by Ms. Cavallo to approve the transfer of \$7,172 from the Finance Committee's Reserve Fund to the Board of Health

Vote: 7-0 in favor

Moved by Mr. Gregoire, seconded by Mr. Moskal to approve and sign the Finance Committee Minutes of April 26, 2017

Vote: 6-0-1 in favor. Mr. Moskal abstained

Moved by Mr. Gregoire, seconded by Mr. Moskal to approve and sign the Finance Committee Minutes of May 5, 2017

Vote: 7-0 in favor

Moved by Mr. Gregoire, seconded by Mr. Moskal to approve and sign the Finance Committee Minutes of May 17, 2017

Vote: 6-0-1 in favor. Ms. Boyea abstained

For the members information, the final Snow and Ice deficit amount is \$243,592.94

Mr. Moskal gave an update on the Senior Center Building Committee. He said that Ms. Zepke gave a presentation to the Board of Selectmen of all the things that have happened in the last six months. Mr. Moskal already reported on those items. They will have a reorganization next week.

Ms. Downing attended the Board of Selectmen's meeting. For the committee's information the Town did not received the grant for the First Meetinghouse. The money from Town Meeting cannot be used unless the Town receives the grant. They will continue to apply.

Ms. Downing explained that the meetings for the Finance and Board of Selectmen did not work out as planned. Usually the Finance Committee review the transfers, vote on them and then the Selectmen take our recommendations under consideration and make the final decision on the transfers. The Selectmen reviewed the transfers, except for the Fire Department, DPW and Benefits. The Selectmen reviewed and voted on several of the transfers. The Finance Committee will vote to concur with the Selectmen's vote.

The three departments with issues are DPW, Fire Department and Benefits with a shortfall of about \$160,000. Ms. Collins identified where the shortfall could be made up. Some of the departments will transfer some of their funds into Fringe Benefits.

The Board of Selectmen would like the Finance Committee to meet before their next meeting, because the deadline is July 15th, not June 30th. The Selectmen will deal with the transfers from the three mentioned departments. They would like the committee to meet with those departments next week. The health benefits line item is where extra money is going. Ms. Barros will be asked to meet to explain the shortfall, along with the DPW and Fire Department. There will also be another Special Town Meeting for Center Street in August. The committee agreed to meet on June 28th at 6:30 p.m. Ms. Tokarz will schedule meetings with those departments mentioned.

The Fire Department wanted a bush truck. They wanted it from Capital. It's Ms. Downing's understanding that they spoke with Ms. Villano and explained to her that because they were short firefighters they had more money in payroll and other places. Ms. Villano told them that she didn't feel comfortable giving them permission and asked that they meet with the Capital Improvements Committee. Capital met with them and knew that they would be purchasing the truck out of interdepartmental year-in transfers. The Fire Department purchased the truck and now it's a big issue. DPW knew they had money from the Director's salary and they had other line items. They went ahead, because Mr. Santos was told that it was OK to encumber that money against the year-in transfers. Ms. Downing's was under the impression that nothing could be encumbered until the transfers were signed and if approved the money could be encumbered. The Selectmen agreed that the money should not have been encumbered, however, DPW has already made the purchase and the Fire Department has already signed a contract and the truck is here. The Fire Department received an OK from Capital. There was a total miscommunication. There was more discussion between the members and Ms. Collins regarding the transfers and how they've been handled in previous years.

Moved by Ms. Boyea, seconded by Mr. Moskal to concur with the Board of Selectmen and approve the year-in Interdepartmental Transfers for the following departments: Police Department, Information Technology, Town Collector, Town Accountant, Board of Selectmen, Hubbard Memorial Library, Veterans, Town Treasurer, Golf Course and Recreation Department
Vote: 7-0 in favor

Ms. Tokarz will send a letter to the Board of Selectmen concurring with their vote regarding the above mentioned Interdepartmental Transfers.

Departments transfers to fund the Fringe Benefits account are: Finance Committee, Town Accountant, Treasurer, IT, Public Buildings, Property and Liability Insurance, Police Department, \$40,000; DPW, \$15,000, Veterans Services etc.

Moved by Mr. Gregoire, seconded by Ms. Cavallo to adjourn the Finance Committee meeting at 7:12 p.m.

Vote: 7-0 in favor

Eric A. Dupree
Joan C. Cavallo
Raymond Jando
Mr. Gregoire
Suzanne Boyce
Shirley Joffe
Tracy A. Torking

Ludlow Finance Committee