

# Approved

## SALEM BOARD OF FINANCE SPECIAL MEETING MINUTES March 21, 2013

### PRESENT

Carole Eckart  
Janet Griggs  
George Householder  
David Kennedy(Alt)  
Greg Preston  
Bill Weinschenker

### ABSENT

Peter Lee (Alt)  
John Dolan (Alt)  
TJ Butcher

B. Weinschenker called the meeting to order at 7:01 PM

Seat Alternates:

M/S/C (Griggs/Eckart) to seat David Kennedy in place of TJ Butcher

Vote: Approved Unanimously

### 1. Proposed Appropriation for the 2013/2014 FY Budget

The First Selectman presented an overview of the General government's savings over the last few fiscal years.

- Selectman K. Lyden presented his 2013/2014 budgets, which was approved by the BOS, as follows:

It was noted that the increase to this department is for SCCOG membership fees in the amount of \$168.

**A.) M/S/C (Householder/Preston) to approve Dept #100 (Selectman) appropriation in the amount of \$7,207, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

The total requested amount for department #126 remains the same as last year. The Town Issues line has decreased by \$2,000 and the Labor Relations line increased by \$2,000.

**B.) M/S/C (Preston/Kennedy) to approve Dept #126 (Town Counsel) appropriation in the amount of \$17,000, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

There is a slight increase in copier cost and clean supplies lines in this department.

**C.) M/S/C (Preston/Griggs) to approve Dept #134 Town Office Operations appropriation in the amount of \$99,910, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

G. Preston asked about the Quality Water Testing line. He noted that the total expenses for this line were running low. K. Lyden/D. Bourdeau will look into this expense. There is an increase in the maintenance contract line. The maintenance agreement for the Library building increases yearly.

**D.) M/S/C (Griggs/Kennedy) to approve Dept. #135 (Maintenance and Repairs) appropriation in the amount of \$46,550, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

There is a slight increase in department #140 totals. It is very difficult to predict where the price of oil/gas will be in the next year. B. Weinschenker informed the BOF that the contractor who is renovating the school is using the Old Library Electricity. This expense will be directly posted to the Building Committee expense line when the Finance Department is paying the invoice.

**F.) M/S/C (Preston/Householder) to approve Dept #140 (Utilities) appropriation in the amount of \$183,760, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

Last year the BOF allocated money for the startup of the Farmer's Market during the 2012/2013-budget year. This year the Selectman is asking for a slight increase in this line. K. Lyden in projecting income from this market to be \$2,275. Money received by the General government for leasing the fields for growing corn should be noted in this department. Remarks on revenue received for running the Farmer's Market should be added to this Department.

**G.) M/S/C (Griggs/Preston) to approve Dept #152 (Town Services) appropriation in the amount of \$28,375, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

The town's Planner is leaving to take a new position. A discussion revolved on how to best fund this position. K. Lyden informed the BOF that the Planning Commission agreed to use a consultant from SCCOG for 6 months instead of hiring a new planner at this time. It was motioned to add a new line to department #157 to budget for this to track three months expenses in the 2013/2014-budget year. Norm Gustafson will be the ZEO and Eric Belt will be the WEO for the Town.

**H.) M/S/C (Preston/Eckart) to add a new line #157-826 to this department (Planning Services) in the 2013/2014 budget year, in the amount of \$15,000 and to address this expense line in September 2013, and to approve Dept #157 (Regional Services) appropriation in the amount of \$29,092, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**I.) M/S/C (Householder/Eckart) to approve Dept #310 (Public Works) appropriation in the amount of \$245,830, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

The BOF suggested adding revenue earned from recycling and also the revenue from trash bags sales.

**J.) M/S/C (Preston/Kennedy) to approve Dept #410 (Transfer Station) appropriation in the amount of \$176,820, subject to review at the 3/28/2013BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

The BOS endorsed a 2% increase for most positions. The following were changes that the BOF made to the salary department:

First Selectman from \$70,000 to \$62,500

Town Clerk from \$45,355 to \$46,000

Tax Collector from \$46,048 to \$47,000

Treasurer from \$13,536 to \$14,000

The above elected positions will be locked in for two years, which is the term of office that the candidate is elected to.

The Town Planner's line will also be adjusted by \$15,000. This amount was transferred to department #157 Regional Services and will be reviewed again in September 2013 when the town has a better idea if the town will employ a Planner.

**K.) M/S/C (Butcher/Griggs) to approve Dept #105 (Salaries) appropriation in the amount of \$1,115,612 subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**E.) M/S/C (Householder/Griggs) to table Dept #138 (Employee Benefits) to adjust FICA/Medicare to reflect changes made to Dept #105, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**L.) M/S/C (Preston/Householder) to approve Dept #925 (Capital Reserve) appropriation in the amount of (\$0.00), subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**M.) M/S/C (Preston/Griggs) to separate Open Space/Land Acquisition and to create a new line for Land Acquisition 926-11 and fund each of these lines in the amount of \$1.00, subject to review at the 3/28/2013 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**G. Householder stated that he would like to see half the money received from lease the land to grow corn on the Gadbois property invested in Land Acquisition account.**

**N.) 10-Year Capital Plan**

**Adjustments need to be made to the 10 Year Capital Plan to incorporate the request by the BOE.**

**M/S/C (Preston/Eckart) to table the ten-year Capital Plan to incorporate the BOE requests.**

**Vote: Approved Unanimously**

**Adjournment**

**M/S/C (Householder/Kennedy) to adjourn at 9:27 PM.**

**Vote: Approved Unanimously**

**Virginia Casey**

## **Recording Secretary**