**FINANCE COMMITTEE - MEETING MINUTES**

# Wednesday, February 12th, 2020 7:30PM

**John Bauer Senior Center 17 West Street**

**Paxton, MA 01612**

**Members Attending:**

Richard A. Fenton (Chairman), Mark Love (Vice Chairman), Cotey J. Collins (Secretary), June Herron, Jennifer Lennon, Seth Peters and Timothy J. Linton.

# Members Not Attending:

Anthony Domineck

# Additional Attendees:

Carol Riches (Town Administrator), Police Chief Mark Savasta, Police Lt. Guy Bibeau, and Cristian Hernandez

# AGENDA

1. Approval of the Minutes of Wednesday, February 5th, 2020.
2. Police Department Presentation.
3. Council of Aging Presentation.
4. Town Budget Considerations – Revisions.
5. Adjournment.

Chairman Fenton called the meeting to order on Wednesday, February 12th, 2020 at 7:30PM.

Motion to approve of the minutes of February 5th, 2020 meeting was made by Ms. Herron and seconded by Mr. Peters. **Approved unanimously.**

POLICE DEPARTMENT PRESENTATION

**Payroll (#5130):** Police Chief Mark Savasta walked the Finance Committee through major changes for

For Payroll (#5130) Full Time Officers increased by $63,289 with the addition of a new officer who will be assigned to school/traffic.

Chief Savasta also noted that it is required by law to have a dedicated police officer assigned to school, and the increase in Payroll (#5130) covers contractual obligations.

Chief Savasta also stated that the Overtime line item went down by $10,000 due to the regionalization of Dispatch.

Administrative Stipends increased by $3,600 due to contract language for compensation for officers to wear body cameras.

Administrative Assistant line increased by $7,548 with added duties and more responsibilities. The Administrative Assistant will be handling lobby calls for service time from 7:00AM-3:00PM Monday through Friday.

Full-time and part-time line items are now at $0, which this is a decrease from $195,761.

Although, part-time front window (48 hours per week) of $39,936 was added to cover lobby calls in attempt to staff from 3:00PM-7:00PM daily, and 7:00AM-7:00PM on weekends.

All in all, Payroll (#5130) has decreased by $70,959.

**Purchased Services (#5200):** Cruiser maintenance went up $3,000 to cover the shortage in cost for buying new police cruisers. Warrant was supposed to be for $36,000 per year for lease, but it was printed for $33,000.

Phones/papers line item went up by $600 with the addition of a new air card.

Radio Maintenance/Network decreased by roughly $10,070 due to Dispatch regionalization. Trainer Services increased by $1,700 to cover instructor costs and seminars costs per contracts. All in all, Purchased Services (#5130) has decreased by $4,770.

**Supplies (#5400):** Gasoline increased by $2,500 due to more patrolling of the town. Clothing line decreased by $2,800 due to regionalization. Booking room supplies has decreased by $200.

New line for Parking Tickets $3,500 added since the town does not have a budget for the Police to purchase parking tickets

All in all, Supplies (#5400) has increased by $3,000.

**Dues (#5700):** Dues line item has remained the same.

**COUNCIL ON AGING PRESENTATION**

Cindy Love from the Council on Aging came in to discuss the council’s budget and services they offer to the community. While most line items in the budget have remained the same Meals under Purchased Services (#5200) has increased by $200 due to Meals on Wheels along with other food at the Senior Center. Under Supplies (#5400) postage has also increased by $100. Ms. Love noted that the Council on Aging has spent $650 a month on postage, which includes the discount. Ms. Love also stressed that at times mailers from the Council on Aging are hand delivered due to the shortage on postage line item in the budget.

Motion to revisit the Inspector of Wires (#1245) to change Salary (#5102) from $5,411 to $5,305 was made by Ms. Herron and seconded by Mr. Linton. **Approved unanimously.**

Motion to approve the budget for the Inspector of Wires (#1245) in the amount of $5,705 was made by Ms. Herron and seconded by Mr. Linton. **Approved unanimously.**

Motion to revisit the Board of Health (#1510) to change Committee Salary (#5101) from $414 to $405 was made by Mr. Collins and seconded by Ms. Lennon. **Approved unanimously.**

Motion to approve the budget for the Board of Health (#1510) in the amount of $4,093 was made by Ms. Herron and seconded by Ms. Lennon. **Approved unanimously.**

Motion to revisit the Sanitation Engineer (#1515) to change Salary (#5102) from $12,511 to $12,266 was made by Ms. Herron and seconded by Mr. Love. **Approved unanimously.**

Motion to approve the budget for the Sanitation Engineer (#1515) in the amount of $12,266 was made by Ms. Herron and seconded by Mr. Love. **Approved unanimously.**

Motion to revisit the Street Lights (#1424) to change Electricity line item under Purchased Services (#5200) from $18,109 to $18,142 was made by Mr. Love and seconded by Ms. Herron. **Approved unanimously.**

Motion to approve the budget for the Street Lights (#1424) in the amount of $18,142 was made by Mr. Love and seconded by Ms. Herron. **Approved unanimously.**

ADJOURMENT

Motion to adjourn the meeting was made by Mr. Peters and seconded by Ms. Lennon. The motion to adjourn the meeting was **Approved unanimously.**

Meeting adjourned at 8:30PM.

Respectfully Submitted,

- Cotey J. Collins

*Secretary*