**FINANCE COMMITTEE - MEETING MINUTES**

# Wednesday, February 19th, 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, and Timothy J. Linton.

# Members Not Attending:

Anthony Domineck and Seth Peters.

# Additional Attendees:

Carol Riches (Town Administrator), Fire Chief Jay Conte, Michael Pingitore (Fire Dept.), Michael Putnam (DPW Superintendent) , Cristian Hernandez

# AGENDA

1. Fire Department Presentation.
2. DPW Presentation.
3. Town Budget Considerations – Budget Approvals.
4. Adjournment.

FIRE DEPARTMENT PRESENTATION

Fire Chief Conte gave an overview of the Fire Department (#1220) budget .

Under Compensation (#5100) there has been an increase of $276,214 due to Union Contracts. The Fire Fighter/EMT/Mechanic salary is half of EMS budget. Union expense is $3,370, or 3%. Additional fire department training for OSHA compliance. Prior years where twelve trainings annually with new regulation requiring twenty-eight training sessions annually. Cost per training session is $1,000.

Increase requirements from $1,000 to $2,000 per recruit, which is four new recruits equals $14,408. This includes 40-hour MFA approved classes for $1,680.

Includes the On-Call Officer for weekends Friday 6:00PM thru Saturday 6:00PM. The on-call officer is not required to be at the station during shift. Shifts will be on a rotating basis divided equally among the officers available at a $15,600 annual cost. The alternative is to provide for the on-call officer in the station to supervise, which the cost would be $54,872 based on the officer rate.

For Purchased Services (#5200), Vehicle and Equipment maintenance line items increased to $59,496 allowing for proper maintenance to the aging Fleet and Equipment.

Fire Chief Conte also gave an overview of the Emergency Medical Services (#1232) budget, which under PFD EMT full (#5103), there has been an increase from $550,052 to $556,553, or 3% due to Union Contracts.

DPW PRESENTATION

Michael Putnam , superintendent of the DPW gave an overview of the Highway Department (#1421) budget.

The $48,300 for the Town Garage under Purchased Services (#5200) includes other items such as oil and lubricants. Mr. Putnam is currently looking to replace the Town Garage with a new building indicating a possible increase in costs for the new building. Mr. Putnam also stressed the need of a new DPW building and discusses the progress being made with the DPW Building Committee and the possibility of putting this forward for the Town Meeting in May. There will be open houses for the residents of the town to see the old Town Garage to show the need of a new DPW Building.

Police details were also increased due to safety issues. Mr. Putnam also said that they still have a truck but it’s no longer in use but still pays its dues.

For the Snow & Ice budget (#1423) it remained unchanged from FY2020.

TOWN BUDGET CONSIDERATIONS – BUDGET APPROVALS

Motion to approve the budget for the Town Clerk (#1161) in the amount of $44,764 was made by Ms. Herron and seconded by Mr. Collins. **Approved unanimously.**

Motion to approve the budget for the Town Clerk – Elections (#1162) in the amount of $20,850 was made by Ms. Herron and seconded by Mr. Collins. **Approved unanimously.**

Motion to approve the budget for Registrars (#1163) in the amount of $4,200 was made by Mr. Collins and seconded by Mr. Linton. **Approved unanimously.**

Motion to approve the budget for the Conservation Commission (#1171) in the amount of $8,440 was made by Mr. Collins and seconded by Ms. Lennon. **Approved unanimously.**

Motion to approve the budget for Waste Collection (#1443) in the amount of $259,880 was made by Mr. Collins and seconded by Ms. Herron. Discussion: Revenue from the trash collection fee is included in Local Revenue line item. The fee hasn’t gone up for many years. However the cost of services has gone up. Because the fee collection must equal the cost of service, the monthly trash collection fee will be increased to offset the increase in the trash budget. **Approved unanimously.**

Motion to approve the budget for the Highway Department (#1421) in the amount of $757,140 was made by Mr. Collins and seconded by Ms. Herron. **Approved unanimously.**

Motion to approve the budget for Snow & Ice (#1423) in the amount of $188,683 was made by Ms. Herron and seconded by Ms. Lennon. **Approved unanimously.**

Motion to approve the budget for the Police (#1210) in the amount of $1,088,948 was made by Ms. Herron and seconded by Ms. Lennon.

Discussion: Chairman Fenton stressed that we have an overall deficit of roughly $300,000 and wonders if we can approving another full-time officer. Mr. Love suggested that when we get through all the budgets, we can revisit some budgets to make some changes. Mr. Collins suggested a cut in overtime. **Approved unanimously.**

Motion to approve the budget for the Regional Dispatch (#1215) in the amount of $81,399 was made by Ms. Lennon and seconded by Mr. Collins. **Approved unanimously.**

ADJOURNMENT

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

Meeting adjourned at 8:42PM.

Respectfully Submitted,

- Cotey J. Collins

*Secretary*