

Town of Ashfield
Select Board & Finance Committee joint Budget Meeting Minutes
February 4, 2015

Budget meeting was held at the Ashfield Town Hall on February 4, 2015. Meeting was called to order at 7:00 P.M. There were 2 Audio recorders and approximately 3 people in the audience.

Select Board: Tom Carter-Chair, Todd Olanyk, Ron Coler Vice-Chair **absent**

Finance Committee: Ted Murray-Chair, Ricki Carroll

Executive Administrator: Mary Fitz-Gibbon

Asst. Municipal Clerk: Lynn Taylor

Tom Carter-Chair of Select Board called SB meeting to order at 7:06 P.M.

Finance Committee did not have a quorum. Finance Committee was not opened.

FY 16 Budget Overview:

Animal Control Officer Warren Kirkpatrick presented his budget to the SB. (see FY16 budget book) Kirkpatrick gives an overview of his budget explaining reasons for the increase in his budget this year. He spoke with the Board regarding collision on his personal vehicle if he is using it for Town business and gets into an accident. Taylor and Fitz-Gibbon both looked into this issue with MIIA, personal vehicles used for Town business are covered on liability, however the individuals' personal insurance policy has to cover the collision MIIA does not offer this. Kirkpatrick contacted his insurance company and received a figure of \$275.00-\$300.00 for a business class policy which will cover above and beyond the Town insurance if he were to get into an accident. Kirkpatrick would like the Town to pick up the additional cost. Board felt and expressed that a lot of personal vehicles are used for Town business and we would have to do this for all vehicles. Board will take under advisement. (Approx. 35 min)

Belding Library:

Library Trustee Carolyn Murray presented the Library budget to the Boards. (See FY16 Budget book) Murray gives an overview of the FY16 Library budget. There is discussion of the presented FY 16 budget. Murray explains reasons for why the budget needs to be increased this year. They also have a discussion regarding the roof repairs that need to be fixed on the new addition, and the parking lot and driveway project that needs to be done. Carter and Olanyk make it very clear that the Highway Dept. will not be doing this project they have many other things that take their time. Carter suggested that the Trustees find an engineer to design a plan for the project. (Approx.30 min)

Carter took time at this point to go over the last page (5) of the FY 16 budget and explain to Olanyk how numbers are figured and what these numbers are. Example levy limit, local receipts, cherry sheets etc.

DLS Town of Ashfield review of Financial Operations Report: **(document 2)**The Boards have a discussion regarding this report they only found one issue and that was they had SB and Fin Com roles confused. Everyone thought that it was very clean and precise. The report's highest priority was to hire a Town Administrator, this is not something new there has been a lot of discussion based around hiring a Town Administrator. This position should be a fulltime salaried position. Carter reads an e-mail copied to him from Ron Coler who is out of town. Coler was in full support of hiring a fulltime Town Administrator, Ted Murray Finance Committee Chair also is in full support of hiring for this position. **MOTION:** Carter makes a motion to add a budget line to the FY 16 budget named Town Administrator and as a place holder use \$60,000.00 and to appoint a search committee to advertise etc., seconded by Olanyk. Discussion: Olanyk questions if it is premature to advertise or if the Board is confident enough this will pass. Members feel confident that the Town needs a Town Administrator. **VOTE: 2-0-0**

There is a brief discussion in regards to Wired West, Broadband.

Next Select Board & Finance Committee meeting will be 2/18/2015 @ 6:00 P.M.

Select Board: Sign CDBG-DR revised duplication of benefits Certification:

MOTION: Olanyk makes a motion to authorize the Chair to sign the revised CDBG-DR, seconded by Carter. **VOTE: 2-0-0 (document 3)**

Carter would like a discussion for the retaining wall on the agenda for 2/9/2015.

Olanyk would like to give a Liaison report. Compactor is fixed, Poissant feels that he will meet DEP consent deadline by 2/23/2015 without any problem. There have not been any results from Tighe & Bond at this point.

Poissant is also well into the 90% expenditures for winter roads, needs Select Boards permission to deficit spend.

MOTION: Olanyk makes a motion for Tom Poissant to deficit spend in Winter Roads line item if needed, seconded by Carter **VOTE: 2-0-0**

Carter makes a motion to adjourn, seconded by Olanyk.

Adjourned at 9:26 P.M.

Document List

1. Agenda for Feb 05, 2015
2. DLS Town of Ashfield review of financial operations.
3. CDBG-DR revised duplication of benefits Certification

Approved as submitted 2/23/2015 2-0-1 (RC)