**Town of Wales**

**Finance Committee Meeting Minutes**

Thursday, Mar. 24, 2016

Meeting was called to order at 7:11 PM. Attendees: Roy Lainson, Kimberly Jorge and Bill Darnley.

**MINUTES**

Minutes for 2/25/16 not available.

Minutes for 3/10/16

Voted to correct the minutes to correctly state that the salary/wage increase for FY17 will be 1.75%. Kim Jorge made the motion to approve as corrected, Bill Darnley seconded the motion, all were in favor.

**APPOINTMENTS**

**Police Chief Hastings** presented the WPD FY17 budget request. Chief Hastings explained the increase in the WPD Technology account from $1,032 to $1,548 was requested for a third air card, which would serve as a backup and could also be used by the Chief for issuing CodeRed alerts if he wasn’t near Internet or one of 2 cruisers that already have air cards. Also, a

request for an additional 1.25% increase for the Members Salary account, above the standard town-wide employee wage increase of 1.75%, be added to provide for additional hours. There was also a requested increase for Due & Subscriptions that are required for the new Computer Aided Dispatch (CAD) which is rolling out over 10 towns, of which Wales is one.

We also reviewed that employees may not work more than 19 hours or the town would possibly be required to consider them a full-time employee and offer that employee benefits. The Chief said he was aware that a form may be available to employees wishing to declare that they do not want insurance. Roy Lainson will follow up on this form. Also, it should be reviewed whether hours worked through the Police Agency account should count towards the 19 hour maximum.

The Finance Committee voted not to approve the increase to the Technology account. The request to increase hours will be forwarded to BOS as the Finance Committee did not feel it was their role to modify the number of hours worked. The request to increase Dues & Subscriptions was approved as requested.

**Senior Center Director Ackerman** presented the Senior Center FY17 budget request. SC Cook Jerry Bernier also came to provide assistance. There was discussion of setting up a SC Building Maintenance account; however the Finance Committee directed them to use the Building Maintenance account under the BOS direction, which is the process for all other buildings in town. This account covers items like building repairs, upgrades, and other large or unexpected building-related expenses.

It was mutually agreed that the request for $2,000 for a SC van driver would be withdrawn since Director Ackerman would be submitting an article to establish a Senior Tax Write-Off bylaw article to be voted on during the 2016 ATM.

Director Ackerman and Mr. Bernier provided historical information on the Senior Center Cook position and requested that the Finance Committee fund the Cook position at 19 hours per week.

The Finance Committee did not feel the committee should be establishing or modifying the numbers of hours for the position. Roy Lainson made a motion that the Finance Committee would write a letter to the BOS requesting that BOS approve or set the number of hours for the Cook position, so the Finance Committee will be able to set the amount.” The amount would be approved hours X minimum wage. Bill Darnley seconded the motion. All were in favor.

Kim Jorge made a motion to approve an increase of $300 to the SC Expense account for the purpose of the semi-annual Ansul System inspection of the ovens. Bill Darnley seconded, all were in favor.

**OLD BUSINESS**

A review of the remaining budget was discussed. Several items still remain to be finalized. These amounts should be updated and known by our next meeting.

**NEW BUSINESS**

**Reserve Requests**

The Board of Selectmen requested an additional $425.32 for the **Town Hall Custodian** account. This account was funded assuming 2 hrs/week, but BOS approved 3 hrs/week. Roy Lainson made a motion to approve as requested. Bill Darnley seconded. All were in favor.

The Board of Selectmen requested an additional $3,000.00 for the **Central Procurement** account. It was noted that in FY15, the account was funded at $16,500 this year. The current year is funded at $21,500, together with the $3,000 Reserve request brings the account spending this year to $24,500, an $8,000 increase over last year. Ed Boyce explained that electric/heating was previously (and incorrectly) paid out of the Building Maintenance account and that these expenses have been rightly moved to the Central Procurement account. Bill Darnley made a motion to approve as requested. Roy Lainson seconded. All were in favor. Ed Boyce also gave an indication that the $3,000 was an estimate and that an additional request may be made toward the end of the fiscal year.

**Review proposed Warrant Articles**

It was noted that a draft of the warrant articles will be provided to all members for comment.

**Meeting adjourned at 9:25PM.**