**Town of Wales**

**Finance Committee Meeting Minutes**

Thursday, February 15, 2017 @ 7:00 PM

Town Hall, Selectmen’s office

**CALL TO ORDER**

The meeting was called to order at 7:06pm

**MINUTES**

Approve prior meeting minutes

Motion to approve the minutes as written by Roy

Seconded by Bill

All in favor

The motion passed

**OLD BUSINESS**

Research was done into whether municipalities have to adhere to the state minimum wage. It was determined that state minimum wages must be adhered to by municipalities in addition to any federal minimum wage requirements. Further research indicates that the town will not have an issue adhering to the January 2017 increase.

Review department budget requests

* Treasurer: needs a fourth sign-in for Vadar because there are only three and it is not sufficient as four departments work within this system. This is an $800 annual expense and it has been requested in the “treasurer expense” line item.
* Recreation department: requests to be level funded
* Tax collector: requests to be level funded
* Conservation: requests to be level funded
* Park commission: they have been purchasing new floats for the beaches and this year they would like to improve Needham Park with an additional $100. The Finance Committee investigated whether they have any access to other sources of money for this improvement. There does not appear to be an applicable trust or revolving account.
* Brimfield ambulance: requested a 2.5% increase.
* Board of health: the BOS approved a 2% increase to the BOH member stipend. They also requested a 5% expense increase.
* Cemetery: because they have been level funded for several years and there have been increased expenses, they would like to increase their budget by $1,000 for a total budget of $8,000. The expense line item alone has a requested increase of 50%. The Finance Committee will reach out for more information. There may be trusts available if they are looking to perform a one-time improvement to the cemetery properties.
* Police department: the dues and subscriptions line item needs an increase of 75% for a computer-aided dispatch system and they need an additional air card for a mobile terminal which requires a $408 increase to the technology line item. The $2,000 requested under the training line item is actually meant for uniform maintenance. The previously requested $2,000 for training was not requested this year. This uniform request may be provided via reimbursement or as a portion of the salary line item. The request is $2,000 because it allots $200 to each officer for uniform maintenance. The police department will be contacted for more information including whether the $1,670 dispatch subscription is mandated or optional.
* Highway department: the head of the commission requested $400 for a highway permit stipend. This position is likely not allowed to receive fees. He also requested a 2.5% salary increase because he is not union and does not make overtime and therefore the union increase should not apply. He also wants a $500 clothing allowance. There is some concern that the budget request may not factor in some necessary allowances for employee salaries. The Finance Committee will consider working a $400 increase to the road commissioner salary on top of the blanket salary increase to compensate for his overtime.
* Fire department: requests a $2,500 increase for maintenance parts and labor for vehicle expenses. The communication equipment request increased because of an e-dispatch system that will help with staffing. All 32 items of this gear need to be replaced as per the January meeting minutes because this yields an appropriate number of responders to each call, whereas a smaller supply would yield an insufficient firefighter response. More information is required to make an educated decision on this item.

**NEW BUSINESS**

New by-law article for revolving funds

* Leis stated that the revolving funds will now be authorized through bylaws. There is no longer a cap. Leis will draft an article and the Finance Committee will review it.

**MOTION TO ADJOURN**

Motion to adjourn by Roy at 9:00pm

Seconded by Bill

All in favor

The meeting adjourned