

JOINT FINANCE COMMITTEE AND BOARD OF SELECTMEN MEETING  
May 30, 2012

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**Meeting Date:** May 30, 2012

**Called to Order:** 6:00 PM

**Location:** 1 Avenue A, Turners Falls MA

**Finance Committee Members Present:** John Hanold, Michael Naughton, Andrew Killeen, Lynn Reynolds and Roy Rosenblatt

**Board of Selectmen Members:** Pat Allen, Christopher Boutwell and Mark Fairbrother

**Others Present:** Frank Abbondanzio (Town Administrator) and Carolyn Olsen (Town Accountant)

### Minutes

Finance Committee Moved:

To approve the minutes of May 2, 2012.

Vote: 5 In Favor 0 Opposed 0 Abstained

Selectmen Moved:

To approve the minutes of May 2, 2012.

Vote: 3 In Favor 0 Opposed 0 Abstained

### Reserve Fund Transfer Requests

Mr. Abbondanzio stated that there will be an additional transfer request for the Legal budget.

Dispatch is requesting \$11,000 divided among several line items. The additional funds are needed due to an unanticipated departure of an employee, which not only entails training costs for a new employee, but significant overtime costs to fill the vacant shift until the new employee is fully trained.

Solid Waste is requesting \$20,000. Budgeting for this department is difficult because most costs are based on volume, and volume fluctuates. Additionally, while there is a 3% increase built into the main waste disposal contract, there is also a fuel surcharge that fluctuates with fuel prices. The department tries to be as conservative as reasonable in budgeting to accommodate overall budget constraints, but in this case actual volume was higher than anticipated.

- Current requests total \$31,000, which exceeds the balance of the Reserve Fund.
- Another means of funding the shortfalls is MGL Chapter 44 Section 33B, which allows the Finance Committee and Board of Selectmen to jointly approve transfers between departments.
- Transfers under Ch 44 S33B may only be made in the last two months of the fiscal year, or the first 15 days in the new fiscal year for the prior year. These transfers are further limited to 3% of the annual budget of the department or \$5,000, whichever is greater. This limit applies to both the department providing the transfer and the department receiving the transfer.

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- Departments with funds available for transfer include Debt (\$19,892) and Employee Benefits (\$53,192).
- Given these various restrictions, and knowing that more reserve fund transfers may be received before the end of the fiscal year, these requests are being broken down as follows in order to minimize the use of the Reserve Fund:
- Dispatch request totals \$11,000. Of this, only \$6,238 may be transferred from another account, leaving \$4,762 to be transferred from the Reserve Fund.
- Solid Waste request totals \$20,000. Of this, only \$12,182 may be transferred from another account, leaving \$7,818 to be transferred from the Reserve Fund.

Selectmen Moved:

To transfer \$6,238 from the Debt budget to the Dispatch budget.

Vote: 3 In Favor 0 Opposed 0 Abstained

Finance Committee Moved:

To transfer \$6,238 from the Debt budget to the Dispatch budget.

Vote: 5 In Favor 0 Opposed 0 Abstained

Selectmen Moved:

To recommend a transfer of \$4,762 from the Reserve Fund to the Dispatch budget.

Vote: 3 In Favor 0 Opposed 0 Abstained

Finance Committee Moved:

To transfer \$4,762 from the Reserve Fund to the Dispatch budget.

Vote: 5 In Favor 0 Opposed 0 Abstained

Selectmen Moved:

To transfer \$12,182 from the Debt budget to the Solid Waste budget.

Vote: 3 In Favor 0 Opposed 0 Abstained

Finance Committee Moved:

To transfer \$12,182 from the Debt budget to the Solid Waste budget.

Vote: 5 In Favor 0 Opposed 0 Abstained

Selectmen Moved:

To recommend a transfer of \$7,818 from the Reserve Fund to the Solid Waste budget.

Vote: 3 In Favor 0 Opposed 0 Abstained

Finance Committee Moved:

To transfer \$7,818 from the Reserve Fund to the Solid Waste budget.

Vote: 5 In Favor 0 Opposed 0 Abstained

**Unanticipated items:**

Mr. Killeen's last meeting was recognized and Mr. Killeen was thanked for his service.

Mr. Killeen thanked the committee for his first opportunity to serve in town government and thanked the group for a positive experience.

**Selectmen adjourned at 6:23 PM**

There was a brief discussion of possible agenda topics for the summer months. Mr. Singleton will be present at the June 27<sup>th</sup> meeting to discuss Chapter 70 formula.

Mr. Killeen made a motion to adjourn at 6:28 PM.

**Meeting Adjourned at 6:28 PM**

**List of Documents and Exhibits –**

- Minutes of May 2, 2012
- Reserve Fund Transfer Request from Dispatch
- Reserve Fund Transfer Request from Solid Waste

**Next Meetings**

- June 13<sup>th</sup>, June 27<sup>th</sup>, July 25<sup>th</sup>, August 15<sup>th</sup>, September 12<sup>th</sup>