

TOWN OF GILL

M A S S A C H U S E T T S



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SELECTBOARD & FINANCE COMMITTEE MEETING MINUTES *March 21, 2016*

Call to Order: The Selectboard and Finance Committee meetings were called to order at 6:40 PM.

Selectboard Members Present: Randy Crochier, John Ward, Greg Snedeker

Selectboard Members Absent: None

Finance Committee Members Present: Timmie Smith, Claire Chang, Tupper Brown, Ronnie LaChance, and Fred Chase II (6:50 PM)

Finance Committee Members Absent: Nancy Griswold, Jacob Rau

Others Present: Ray Purington, Admin. Assistant; Lynda Hodsdon Mayo

Town Clerk & Elections FY17 Budget Request: Town Clerk Lynda Hodsdon Mayo presented her Town Clerk's budget (Section 1.11) request of \$23,489.76 for FY17, representing an increase of \$1,055 (4.7%). She explained that \$1,000 of the increase is because there will be one additional election in FY17, and the extra money is needed to cover programming of the voting machine. The Elections budget (Section 1.12) request of \$3,090 reflects an increase of \$824.30 (36.4%), which is needed to cover the costs of election workers for the additional election.

Lynda mentioned that the Presidential election in November will mark the start of "early voting" in Massachusetts, where towns must allow voting during a period prior to the election that will be set by the State. Voters can simply choose to vote early, and will not have to meet the usual requirements of casting an absentee ballot. The State has not yet finalized the process and timeline for early voting. Lynda expects it will involve more paperwork, but otherwise will likely end up being essentially like absentee voting. Fred Chase joined the meeting at 6:50 PM.

There was discussion about budgeting for "Voting Machine" expenses within the Town Clerk's budget, rather than in the Elections budget. The only known reason is that it was first set up that way, and "that's how we've always done it." There was agreement from all – Lynda, Selectboard, and Finance Committee – that the Voting Machine expense should be shifted to the Elections budget starting in FY17. Ray will update the budget worksheets to reflect the change.

There was also discussion about a non-capital budget request of \$1,000 over each of the next four years to build up funds to replace the current wooden voting booths. Lynda explained that no immediate action is needed, and that someone from either the Highway or Fire Departments had tuned up the booths this year. She will continue to make the informal request each year as a way of reminding the Selectboard and Finance Committee of this future need, and for now she will leave action on the request up to the Selectboard and Finance Committee.

Lynda left the meeting at 7:00 PM.

Department Budget Recommendations: Timmie asked for a motion for the Finance Committee to recommend level-funded budgets that were reviewed at the 3/14 meeting. Fred made a motion, seconded by Claire, to recommend the requested budgets for 1.01 Moderator, 1.04 Finance Committee/Reserve Fund, 1.05 Accountant, 1.09 Legal, 1.10 Information Technology, 1.13 Conservation Commission, 1.15 Planning Board, and 1.16 Zoning Board of Appeals. The vote was 5 in favor, 0 opposed, and 2 absent.

Other FY17 Budget Requests: The following budgets were reviewed:

- 1.14 Agricultural Commission – unchanged. Motion to recommend made by Claire, seconded by Ronnie, and voted 5 in favor, 0 opposed, and 2 absent.
- 4.1 Board of Health – Randy explained that the \$1,000 requested increase is to cover classes and license renewals. His Certified Pool Operator license expires in FY17, and Doug Edson's and Randy's Soil Evaluator

licenses also expire. Motion to recommend made by Ronnie, seconded by Tupper, and voted 5 in favor, 0 opposed, and 2 absent.

4.2 Council on Aging – increase of \$297.60 (3.9%). It was pointed out that \$133.60 of the increase is a step increase that the Senior Center Director will receive as a Montague employee. (Gill pays 20% of the Director's salary.) There is a \$264 increase request for telephone expenses, partially offset by a \$100 decrease in the amount requested for senior center programs. Motion to recommend made by Ronnie, seconded by Fred, and voted 5 in favor, 0 opposed, and 2 absent.

4.3 Veterans' Services – a decrease of \$781 (-11.4%), attributable to a reduced assessment from the Upper Pioneer Valley Veterans' Services District. Motion to recommend made by Tupper, seconded by Ronnie, and voted 5 in favor, 0 opposed, and 2 absent.

5.3 Historical Commission – unchanged. Motion to recommend made by Fred, seconded by Tupper, and voted 5 in favor, 0 opposed, and 2 absent. Ray noted that the Historical Commission may be making a request for town funds to help pay for the initial printing of the History of Riverside book. If town funds are needed, the proceeds from the book sales would be used to "repay the loan."

6.1 Town Insurance – unchanged. Ray reported that MIIA, the Town's insurance carrier, will be reviewing building values and insurance coverage of the Town's buildings. Current insurance coverage is \$2,645,000 for buildings and contents. If greater coverage is recommended by MIIA, the Town's premiums will increase. Motion to recommend made by Fred, seconded by Claire, and voted 5 in favor, 0 opposed, and 2 absent.

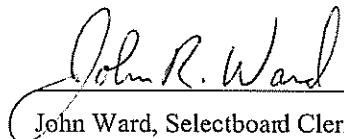
Ronnie LaChance left the meeting at 7:35 PM.

6.2 Mariamante Loan – save for next meeting when Ronnie is present.

6.5 Retirement System – an increase of \$6,150 (7.5%). An accompanying chart from the Retirement System showed that \$3,661 of the increase can be attributed to an increase in Gill's percentage of the total salaries of all the members of the System (from 1.2568% to 1.3227%). The other \$2,489 of the increase corresponds to Gill's share of the increase to the base assessment for the System. There was a comment that there really isn't much choice about paying the increased assessment. The System does allow for a discount if Gill pays its entire assessment by July 1st – for the \$88,093 assessment, there is discount of \$1,614. Motion to recommend made by Tupper, seconded by Claire, and voted 4 in favor, 0 opposed, and 3 absent.

Adjournment: The Finance Committee and Selectboard adjourned at 8:05 PM.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.



John Ward, Selectboard Clerk