

**TOWN OF LAKEVILLE**  
**Joint Board of Selectmen and Finance Committee Meeting**  
**May 29, 2013 - 7:00 PM**

On May 29, 2013, the Board of Selectmen held a Meeting at 7:00 PM at the Town Office Building in Lakeville. The Meeting was called to order by Chairman Belliveau at 7:07 PM. Selectmen present: Chairman Belliveau, Selectman Burke and Selectman Powderly. Also present: Rita Garbitt, Town Administrator, Tracie Craig, Executive Assistant and Christine Weston, Recording Secretary. Finance Committee Members present: Michael Petruzzo, Melissa Hopkins, Tedd Bunn and Maureen Candito. Donna Winters was absent. Chairman Petruzzo called the Finance Committee to order at 7:08 PM. Cindy McRae, Town Accountant, entered at 7:20 PM. There was no one recording the meeting this evening.

**Joint Meeting with Finance Committee to review FY14 Budget and FY13 Budget**

The Town Administrator updated the members on the status of the FY13 budget. Article #1 – Special Town Meeting Transfers, dated June 10, 2013, was distributed. At this time it is about \$20,000 short, however, all budgets are being examined to see if there is any monies left over in order to make up the shortfall. There may be some savings in the following accounts; Reserve Fund, OOD (Out-of-district tuitions) Voc Tuition & Trans, and Employee Benefits, which could be transferred. Discussion then took place regarding the figures.

Town Administrator Garbitt mentioned that Freetown’s Finance Committee was meeting also this evening to go over their budget and how it will relate and/or impact what will take place between both towns in terms of the Region’s Budget.

The Town Administrator then updated the members on the 2013 Revenues – Estimated/Actual dated May 28, 2013. It was noted that \$2.5 million came in through fees and permits. This is not real estate income. There was \$120,000 in fees for earth removal, which will be moved to a separate line item for accounting purposes. Under permits and licenses there were quite a few of one time permits that will not recur again, i.e. apartment buildings. However, Motor Vehicle Excise did much better than was estimated. Thus, next year’s estimate has been increased by \$121,000. Recurring receipts is Medicare D and any reimbursements from grants is about \$30,000. Also, the ambulance fees have increased.

Selectman Belliveau offered suggestions in looking towards budgeting measures for FY14. He suggested reducing the Estimated Receipts. It is hoped that more money can be set aside to increase the Stabilization Fund and fund the purchase of a new ambulance for FY15, which the Town would begin paying for in FY16. Selectman Belliveau expressed his concern that Free Cash was not certified at the anticipated \$400,000 and only being \$150,000. Ms. McRae explained that it had to do with the balance of appropriations plus excess revenues less outstanding receivables. Some of the liabilities that the Town had, had not been covered, thus that was a negative to Free Cash. The Earth Removal loan repayment of \$190,000 was included on the Tax Recap instead of Free Cash. Overall, it is better to underestimate figures when budgeting.

The Town Administrator stated that she is working on the three (3) Enterprise Accounts (Park, Landfill and Water) with Ms. McRae. The FY14 Maintenance Budget dated 5-25-13 was distributed and reviewed. New growth has been estimated at \$125,000. It was noted that the Senate budget figures have been included in the budget, and it is hoped that those will be the final figures of \$693,679. The Water Department Clerk line item has been placed in the Selectmen's budget thus that figure is \$229,218. \$5,000 has been added in for the Network Administrator. It was noted that there will be a transition period related to technology along with many aspects that the Town Accountant will still oversee. Chairman Belliveau noted that Ms. McRae has been performing the technology position role for about ten (10) years without being compensated for this service in addition to her regular position as Town Accountant, thus devoting a lot of time to the Town. The Selectmen will vote on two reclassifications Monday night as recommended by Wage & Personnel. The cost of the generator has been split between the Town Office Building Budget and the Fire Department Budget. The \$10,000 increase for the Police Department Custodian has been added under Public Safety. Any additional requests (wish list items) will be removed from the final budget before it is printed for the Town Meeting.

The committee then went over the additional items that were in the Highway Department Budget on page 52 since the Board did not vote on some items. Two important items were; Road Striping (\$4,000) and In-house road work (repairing/rebuilding catch basins). The work for the catch basins is not included under Chapter 90 funds. The Town has about 962 catch basins and many of them need to be brought up to the level of the street, since they have sunk in and are in poor condition. A machine is used to clean the catch basins, but this work is to rebuild and repair the ones in need. It was noted that there have been about seven (7) or eight (8) applications received for the Superintendent of Streets position. The deadline for receiving applications is Friday, June 1, 2013. Page 59-- Board of Health. The BOH has included the additional necessary state licenses in the amount of \$500. They have some flexibility in their budget since they may have not spent their budget for education and training this year. Page 63-- COA. The Clerk's position was increased to 35 hours. This allows the Clerk to be there five (5) days a week for seven (7) hours.

Mr. Bunn stated that he wanted to discuss the matter of Health Insurance Care for part time Elected Officials. This is something that bothers people in town. He had been under the impression that if someone's term was up, then their health benefits ended. Chairman Belliveau stated that it was never when the term expired. It was until the person stop being elected to the position. Mr. Bunn stated that someone should not get a \$22,000 bonus for a \$3,000 stipend position. It is not a good topic amongst townspeople that health care is still an option for part time Elected Officials. When is it going to end? This is a time for everyone to tighten their belts. The override has passed, yet these types of expenses are still taking place. If it ended, it could save money to be used elsewhere in the Town. In the "real world", anyplace that someone is working a part time job, they do not qualify for health insurance. Chairman Belliveau stated that three (3) meetings took place on the matter. There was a vote by the Selectmen at that time, (Maksy, Belliveau, and Powderly), which was not a consensus. Chairman Belliveau stated that he wanted it done correctly. It should either be all in, or all out. Everyone should be treated the same (Elected Officials). Mr. Bunn asked if the matter could be placed on a ballot. There should be an opportunity for people to express their opinion. It should not be available for part time Elected Officials. Also, it will only get more expensive as health care costs go up. This just

seems to fly in the face of fiscal responsibility. It is like steps and levels. It is an underhanded raise. Selectman Powderly stated that he had voted to get rid of it, and the other Selectmen voted to reinstate it. Mr. Bunn stated that it should be a consideration to be brought up again at some point, and the Finance Committee can be the ones to do so. Minor further discussion took place on the FY14 budget.

Chairman Belliveau stated that he had asked Ms. Garbitt to put together a list of comparative Towns and what the salaries were for Department Heads. There are several aspects to take into consideration. The health insurance status of the person is not known. The longevity will be different than Lakeville's, and the full responsibilities of the position are not known for true comparative purposes. The other consideration is the population of the Town. The positions that stood out compared to Lakeville were: Treasurer - \$4,900 less than average, Town Clerk - over by \$1,500, Town Accountant - under by almost \$10,000, Building Commissioner - under by \$8,400, and Library Director - under about \$8,300. The total difference all those positions is \$30,000. Selectman Burke stated that there is always a push to be comparative, and that is what drives the increase in salaries, though it is not truly known what the compared position truly consists of. The responsibility of the position needs to be known that matches the salary. Selectman Powderly stated that possibly further work should be done to determine a closer comparison and seeing whether or not the position is a union or non-union, and if they have steps and levels. Chairman Belliveau stated that it is good to take a look at where the Town is every 5-6 years and increase accordingly. Selectman Powderly stated that he would prefer a more in-depth explanation on the positions before suggesting any increases. Discussion then took place regarding the salary of the Building Commissioner.

Upon a motion made by Selectman Powderly; seconded by Mr. Burke it was:

VOTED: To increase the Building Commissioner's salary by \$4,000 effective July 1, 2013 for FY 2014.  
In favor 2, Against 0, Absent 0, Abstain 1 (Chairman Belliveau)

Town Administrator Garbitt will speak with the Building Commissioner tomorrow regarding the vote.

### **Adjournment**

The Finance Committee adjourned their meeting at 9:04 PM.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To adjourn the Selectmen's meeting at 9:04 PM.  
Unanimous in favor.