



Topsfield Finance Committee
Minutes to the Meetings
April 22, 2013

- I. Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:00 PM, with Heidi Bond, Paul Dierze, Karen Dow and Kathy Hartmann present. Selectman Richard Gandt, Selectman Ken Vogel and Town Administrator Ginna Wilder were also present. Daniel Shugrue joined the meeting at 7:02 PM. Jon Guido joined the meeting at 7:03 PM.
- II. Minutes:** A motion was made by Paul Dierze to accept the April 8, 2013 minutes as written, seconded by Heidi Bond, voted in favor 4-0-2 with Karen Dow and Kathy Hartmann abstaining.
- III. Town Meeting Preparation:** Karen Dow discussed obtaining a digital version of the final FY2014 department budgets to post on the Town website. Karen also discussed the Town Clerk's concern regarding the amount of the proposed dog license fees in Article Forty-Sixth of the Annual Town Meeting Warrant, and will suggest the Town Clerk bring an Amendment on the floor of Town Meeting if she wishes. Dog licenses for neutered dogs should have a lower license fee than intact dogs, per state mandate.
- IV. Special Town Meeting Warrant Recommendations:** In a series of motions the Finance Committee voted actions on the following Special Town Meeting Warrant Articles as numbered in the attached draft Warrant:
- By motion of Karen Dow, seconded by Daniel Shugrue, the Finance Committee recommends positive action on Prior Year Bills and Wages, Article Second, voted in favor 7-0.
- By motion of Karen Dow, seconded by Paul Dierze, the Finance Committee recommends positive action on Transfer of Funds, Article Third, voted in favor 7-0.
- By motion of Jon Guido, seconded by Karen Dow, the Finance Committee recommends positive action on Acceptance of M.G.L. Chapter 40, Section 13D, Article Fourth, voted in favor 7-0.
- Chairman Mark Lyons, reiterating his recusal from matters related to Article Fifth, ceded chairmanship of the meeting to Vice Chair Paul Dierze for discussion of and action on Article Fifth.
- By motion of Heidi Bond, seconded by Karen Dow, the Finance Committee recommends no action on Alfalfa Farm Citizen Petition, Article Fifth, voted in favor 6-0-1 with Mark Lyons abstaining. Discussion focused on the additional information needed by the Finance Committee to make an informed decision, particularly the recommendation from Town Counsel.
- Paul Dierze returned Chairmanship of the meeting back to Mark Lyons.

By motion of Heidi Bond, seconded by Karen Dow, the Finance Committee recommends positive action on Funding Medical Bills for Injured Police Officer, Article Sixth, voted in favor 7-0.

V. Final Special Town Meeting Warrant Article Assignments:

Special Town Meeting Warrant Article	Finance Committee Member Initials
2	ML
3	ML
4	ML
5	PD
6	HB

VI. Reserve for Wages Fund Status:

Fire Department: A motion was made by Heidi Bond to approve the Department's Reserve for Wages Fund Transfer Request to Fire Wages Full Time – 22002-51130 in the amount of \$2182.00, Call – 22002-51150 in the amount of \$1,274.00, Station Coverage in the amount of \$258.90, Overtime 22002-51310 in the amount of \$985.00, Holiday FT – 22002-51316 in the amount of \$354.28, Training – 22002-51910 in the amount of \$2,182.00, for a total of \$5,5510.00, due to negotiations, seconded by Karen Dow, voted in favor 7-0.

A motion was made by Heidi Bond to approve the Fire Department's Reserve for Wages Fund Transfer Request to Personnel Supplies 22005-55810 in the amount of \$2,100.00 due to the settlement for clothing allowance, seconded by Jon Guido, voted in favor 7-0.

VII. Upcoming Meeting Schedule: The next meeting of the Finance Committee will be held jointly with the Selectmen prior to Town Meeting on May 7, 2013, at 6:00 PM in the Proctor School Teachers' Lounge.

VIII. Adjourn: A motion was made by Karen Dow to adjourn at 7:34 PM, seconded by Paul Dierze, voted in favor 7-0.

Respectfully submitted,
Lexie Winslow

Attachments:

- a) Topsfield 2013 Annual and Special Town Meeting Warrants, final version
- b) 2013 Special Town Meeting Warrant Article Third: Transfer of Funds Requests