

BOARD OF SELECTMEN
Working Session
Minutes of December 14, 2010

Chairman Dick Gandt called the meeting to order at 3:05PM. Board members present, in addition to Chairman Gandt, were Martha Morrison, Nancy Luther, Eldon Goodhue and Laura Powers. Of the Selectmen's staff, Town Administrator Virginia Wilder and Board Secretary Donna Rich were in attendance. Other persons present during all or part of the meeting were Fire Chief Ron Giovannacci

Chairman Gandt opened the meeting stating the purpose would be to review FY2012 budgets with various Departments for which the Board of Selectmen is responsible.

Town Hall: Ms. Wilder went through the budget and explained changes in the budget. Custodial-Part Time was reduced and is used primarily for snow removal. Heating Fuel was increased due to expected price increase. Gas & Electricity were level funded with prices contracted through the Greater Lawrence Educational Consortium. The Maintenance Agreement line item is a true figure based on current contracts showing a reduction. The remaining line items are level funded.

School Street Building: Ms. Wilder explained the budget is reduced due to the planned removal of the gas meter at this location which brings the gas line item to zero.

Zoning Board of Appeals: Ms. Wilder explained the budget is level funded.

Ambulance: Ms. Wilder explained the budget is level funded for this year. The zero contract is in its final year. There have been discussions with Rowley, Byfield, Georgetown and Ipswich to create a regional ambulance agreement.

Sealer of Weights & Measures: Ms. Wilder explained the budget is level funded.

MSW Collection: Ms. Wilder explained the budget is according to the terms of the contract. The Town is in the 4th year of a contract with JRM that will expire June 2013. A joint bid with surrounding Towns is being explored Ms. Wilder reported.

Tree Department: Ms. Wilder explained the budget is level funded.

Insurance-Life/Medical/Medicare: Ms. Wilder explained the budget displays an estimated 12% increase with that amount being MIIA's estimated "worst case scenario".

Insurance-Liability/Accident/Workmen's Comp: Ms. Wilder explained the budget is level funded; however, actual figures would not be available until mid-January.

Fire Department: Fire Chief Ron Giovannacci presented the Fire Department budget with a 4.5% increase. The increase is mainly in salary/wages. Fire Chief explained that the decrease in the Mechanic line item is due to the new Engine 3, and training was increased to that what is historically spent. The Chairman asked the Chief what he would ask for from the Finance Committee to assist in managing the Fire Department; the Chief discussed maintenance items for the Fire Station facility. The Fire Chief stated that the Fire Department represents 4% of the Town's budget, and the Finance Committee knows that the budget presented has a structural deficit. There was a discussion, led by the Fire Chief, on how he manages the department to try different initiatives to stay within budget and reduce requests for Reserve Fund Transfers at the end of the year. He stated one way is that he doesn't always back-fill personnel on a shift. Ms.

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Wilder stated that she would work with the Chief and develop second essential service budget to be reviewed by the Board at a future meeting.

At 6:03 PM, Selectmen Luther made a motion to adjourn and Selectman Powers seconded the motion; so voted: 5-0.

Respectfully submitted

Donna Rich, Secretary
Selectmen's Office

Approved as amended at the January 31, 2011 Board of Selectmen's meeting.

<p>Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.</p>
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