

The Wilbraham Finance Committee  
Meeting Minutes  
Wilbraham Town Hall  
June 6, 2016  
5:30 p.m.

Present: Dan Miles, Anna Levine, Mike Mannix, John Guzzo, Carolyn Brennan, Kevin Murray

Absent: Todd Luzi, Nancy Piccin

Also present: Nancy Johnson, Town Accountant, Nick Breault, Town Administrator, Sue Bunnell, Selectman.

### **Reserve Fund Transfers**

**Veterans:** The salary cost for the Veteran's agent to attend The Memorial Day ceremony and a conference was not budgeted for in FY16. The Veterans Agent is asking for a reserve fund transfer of \$489 to cover these costs.

**MOTION:** Finance Committee to approve a reserve fund transfer of \$489 to Veteran's OT salaries. Seconded, approved unanimously.

**Recreation:** The Recreation needed to make emergency repairs on their F150 truck. The cost of the repairs was \$890. The mechanic at the DPW had time constraints and was unable to do the repair work. The Recreation Dept is asking for a reserve fund transfer to cover the repair costs.

**MOTION:** Finance Committee to approve a reserve fund transfer of \$890 to Recreation Equipment Repair. Seconded, approved unanimously.

**Fire:** There was a retirement in the Fire Department, creating an extraordinary and unforeseen sick leave buy back cost of \$14,400 that was not budgeted for in FY16. The Fire department is asking for a reserve fund transfer to cover the cost of the buy back.

**MOTION:** Finance Committee to approve a reserve fund transfer of \$14,400 to Fire Sick Leave. Seconded, approved unanimously.

**Selectmen:** The Selectmen's Office anticipates a shortfall in the Legal Budget for FY16 due to unforeseen litigation costs. Nick believes the shortfall will not exceed \$10,000, and is requesting this amount be transferred from the reserve fund.

**MOTION:** Finance Committee to approve a reserve fund transfer of \$10,000 to Legal Counsel – Professional Services. Seconded, approved unanimously.

### **Financial Goals:**

In the past the Selectman has set goals for the town. Sue plans on putting out a request to department heads and committees for goals they would like to set. Sue gave the Finance Committee an opportunity to be heard regarding financial goals they would like to see be met.

- Dan pointed out that 66% of our budget goes to the schools. The Finance Committee has very little time and input in creating the budget that takes the lion's share of the Town budget. He feels something should be done to allow more time for the Finance Committee to review the

school budget. Of the remaining 34% of the Town budget, 66% of that is determined by contract negotiations. Dan would like to see more communication between surrounding towns for combining some of the services we offer. For instance combining Dispatch over several towns could be a significant cost saver.

- Anna would like the Department heads to get together and talk about the possibility of ordering some types of supplies/equipment in bulk to save money. Nancy mentioned that some cost for supplies have been consolidated and put in the Facility Maintenance budget. Sue thought it is a worthwhile project to look into further.
- Dan mentioned that the LED lighting installed in the Town Hall building has a 20% cost reduction, which is significant. He asked if other town buildings are migrating to LED lighting. He was told it was a multi-year plan.
- Anna questioned why we have to pay property tax on land we own in Hampden which abuts Wilbraham. She pointed out we are non-profit, and shouldn't be paying tax. This property was purchased to prevent further development in the Oakland St area. This development included a possible new road entering Hampden, which would adversely affect those Wilbraham residents living in the area with greatly increased traffic flow. Anna asks the question if Wilbraham owns the property and it is contiguous with Wilbraham, why isn't it considered part of Wilbraham, and not Hampden...move the town line?
- Mike would like to see a real consolidation between Hampden and Wilbraham. He feels it should be one town with one police department, one Senior Center, etc. He is asking for the Wilbraham Finance Committee and Hampden Advisory Group and the BOS, from both towns, get together to have some real discussions regarding consolidation of the towns.
- Dan brought up the possibility of combining the Senior Centers for Wilbraham and Hampden.
- Sue stated that there is state money available to provide funds for technical support. She will look further into the feasibility of meeting the requirements to qualify for the funds.

MOTION: To initiate a meeting/correspondence in the fall with the Hampden Financial Advisory Committee. Seconded, voted unanimously

Meeting adjourned, 6:26pm.

Debbie Brennan  
Staff Accountant