

Minutes of the Finance Committee for October 26, 2011

Held in the Fire Department meeting room

Finance Members Present

Peter Greenberg-Chairman; James Law-Vice Chairman; Daniel Healy-Clerk; Peter Landon; Richard Liasse; Mark Barowsky; Edward (Ned) Steiger

Capital Planning Members Present

Richard Foster-Chairman; Stephen Metz

Others in Attendance

Robin Crosbie-Town Manager; Mike Wrabel-DPW Director; Paul Santaniello-Select Board; Eric Madison-Fire Chief; Kevin Warena-Director IT; Tom Mazza-Assistant Superintendent for Finance & Operations

A special meeting of the Finance Committee and Capital Planning Committee was called to order at 7:35 PM

Discussions regarding certain Articles to be voted on at the Special Town Meeting that pertain to the Capital Planning Committee

Article 19

Transfer \$10,000 for the purpose of hiring an independent to assess the condition of the DPW fleet of vehicles and equipment and make recommendations on the appropriate type size and number of vehicles and equipment with respect to the Town's needs. Richard Foster said the Capital Planning Committee had requested an analysis of the DPW fleet. Robin Crosbie and Mike Wrabel indicated they had put out an RFP to Mercury Associates to do such a study. Mercury Associates had come back with a proposal and an approximate price of \$25,000. Mike indicated the scope of the proposal was too broad for what the Capital Planning Committee had requested and that he felt he could reduce the cost and scope of the proposal to approximately \$10,000.

Article 20

Transfer from the Ambulance Fund the sum of \$208,000 for the purpose of purchasing and equipping a new ambulance. The ambulance will replace a backup ambulance (Medic #2) and an electric cot. This expenditure was initially scheduled to be included in the Spring FY 13 Town Meeting but Robin requested it be put in the fall FY 12 meeting as another large capital item for the Fire Department was already scheduled for the FY 13 meeting. Eric Madison discussed the maintenance issues with the current vehicle and by switching from a Ford chassis to an International one the Town would have superior vehicle that should last longer than the current one. The electric cot would help reduce the number of potential back injuries to his people who transported the patients. There was some discussion between Eric and Richard Foster about the lack of discussions between the two groups and Richard indicated the Capital Planning Committee would preferred to review the maintenance records before signing off on the request.

Article 21

Transfer \$50,000 for the purchase of computers, related components and software to continue the IT replacement and upgrade program established last fall. Kevin Warena discussed the need to replace computer equipment and related software on a programmed scheduled basis. Because of the nature of IT equipment and software and changing departmental needs, it is more difficult to plan to replace specific equipment and software on an annual budgetary basis. Richard was in agreement with that assessment by Kevin and a detailed review by the Capital Planning Committee would be difficult. The Finance Committee voted 6 – 1 to recommend the article.

Article 22

Transfer \$15,000 to continue the program of increasing and upgrading the wireless internet access in the town and school buildings in concert with the overall IT program that was established last fall. Kevin again discussed the evolving nature of this particular aspect of the IT plan and the need to continue this ongoing project. The Finance Committee voted 6 – 1 to recommend the article.

A motion was made and seconded to adjourn the meeting at 9:30pm