

CHARLEMONT FINANCE COMMITTEE

Minutes of Meeting, November 30, 2007, Town Hall, Friday 9:00 A.M.

1. Attending: N. Lynch, R. Filoramo, T. Willard, D.R. White. The purpose of this meeting was to discuss with Town Department Heads various budget requests for FY2009.

2. Board of Selectmen, W. Healy and Exec. Sec. K. Reynolds:

Selectmen’s Office Expense	\$ 3,700.00
Town Office Expense	1,800.00
Town Hall	19,930.00

Capital Expense – Discussed continuing Town Hall building improvements of approximately \$7,000.00 for telephone system and approximately \$20,000.00 for windows, etc.

3. Fire Department, K. Hall:

Fire Department General Expense	34,000.00
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Capital Expense – Plans for upgrading the firehouse are not definitive.

4. Town Clerk, L. Wagner:

Election Expense	2,525.00
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Capital Expense -- Town Clerk recommends that the Town replace the antique voting booths by purchasing 8 portable booths. Town Clerk will draft an Annual Town Meeting warrant article for this purpose. Finance Committee endorses this expense of approximately \$2,500.00. Town Clerk updated the Finance Committee on such issues as handicapped voting machines, 2010 Census and dog licenses.

5. Highway Department, G. Hathaway:

Highway Expense	31,174.00
Winter Expense	76,420.00
Machinery Maintenance	
22,453.00	
Town Garage	
13,500.00	

Capital Expense – Requests \$20,000.00, +/-, for over-guardrail roadside mowing unit to be used on Town’s 1994 Diesel Tractor. The rotary mower used by Highway Department is approximately 15 to 20 years old and was purchased used about 8 1/2 years ago. It requires excessive repairs. Offset of up to \$11,777.00 is possible

by Equipment Machinery Earnings Account.

6. Ambulance, D. Johnson:
Ambulance Expense 21,400.00

Capital Expense – Ambulance due to be purchased in FY2009 might be offset by Ambulance Fund in the amount of \$35,000.00 as well as possible donations from other towns and trade-in.

It was agreed that Chairman N. Lynch would ask the Board of Selectmen to initiate meetings with Hawley, Heath and Rowe to determine what these Towns might contribute to the purchase.

It was agreed that Chairman N. Lynch contact D. Johnson to determine at his earliest opportunity what width and height the new ambulance would be so as to know if costly renovations of the ambulance bays will be necessary.

7. Summary: Most of these figures for the FY2009 budget are included on the new FY2009 Budget Worksheet.
8. Long-range Capital Plan: Finance Committee discussed benefit of a joint meeting with the Board of Selectmen to develop an updated, long-range capital plan.
9. Employee Salary Committee: T. Willard will represent the Finance Committee at a meeting to be held at 4:30 P.M., Monday, December 3, 2007, at the Town Hall.
10. The Finance Committee is on the Selectmen’s meeting agenda at 7:30 P.M., Tuesday, December 4, 2007.

Adjourned at 12:15 P.M.

Respectfully submitted,
Douglas R. White, Recording Secretary

(This document is to be considered a draft until approved by the Finance Committee.)