

Town of Rowe – FY2012
Board of Selectmen - Minutes
Tuesday, April 17, 2012 – 6:30pm
Rowe Town Hall

Call to Order: The meeting was called to order by Chairman Abbott at 6:40pm.

Present: Chairman Noel Abbott and Selectmen Paul McLatchy III and Bob Clancy

Also Present: Park Commissioners MaryJo Fuller, Michael Laffond and Bruce Cowie; Park Ranger Sean Loomis; FinCom Chair Marilyn Wilson; Jennifer Morse; Judy Pierce; and Robin Reed

Accounting/Payroll Software: Chair Abbott stated that he will most likely make specific motions at next week's regular BOS meeting concerning outsourcing the town's accounting function to FRCOG, and contracting with one of three services (ADP, Paychex and CheckWriters) for payroll processing. He said ample reasons cited in both the 2007 DOR report and Jo Sarnelli's report were given for doing this, but three positions will be impacted by this. Have not had time to consider this fully. Selectman Clancy stated that the outsourcing will cost more and he is not sure yet which way is the best way to go. Selectman Clancy stated that he is not ready to make a recommendation on the accounting/payroll matter. Selectman McLatchy stated that he would like to see them handled in town, but that he may agree to have the accounting handled by FRCOG in the interim for one year as it is too late to make other arrangements but that he wanted to take this next year to explore whether this was the best long-term option. Chair Abbott gave his commitment to support that exploration provided that he was not the prime mover of this process. Selectman Clancy stated that he is not comfortable moving to outsourcing of these functions.

Selectman Clancy asked if anything had happened with cash reconciliations within the last week so that we can get free cash certified. Also, are any of the Treasurer's records still being held outside of the Town Hall? Chair Abbott does not know the status of town documents being kept outside of the town hall. Many requests have been made to have them brought to the town hall. He stated that Jo Sarnelli reported there are problems with the software; however, that does not eliminate the need to get the work done. Selectman Clancy stated that the Treasurer had said last fall that she would work to get treasury duties up to date but that has not happened. Chair Abbott stated that he was in favor of placing a motion on the Annual Town Meeting Warrant to recommend that the Treasurer's position be transitioned from an elected position to an appointed one but that this should be better addressed at the May 2013 Annual Town Meeting, not this coming one. Accountant Ellen Miller stated that she has not experienced problems with the *City & Town* software and requested that there be a meeting in the Treasurer's office (with the accountant, treasurer, Scott Sawyer, and whoever else wanted to be there) to open the software and get validation of the problems being reported. Chair Abbott stated that he would think about it.

Park Commission: The Park Commissioners and Ranger Loomis met to discuss cuts they have made to their FY2013 budget. Cut porta-johns \$250 (\$375 to \$175)...eliminated paying for one porta-johns for Old Home Day and the porta-john for the annual Gymkana; cut fish stocking \$250 (from \$500 to \$250); cut the senior picnics from 5 events to 4 events; cut the rental of the Bouncy Castle from two times to one time; cut building maintenance by \$1500 (\$7350 to \$5850); cut dock work \$600 (from \$1200 to \$600); and cut new equipment (tools) \$700 (from \$4005 to \$3305). Wages were also cut \$228.

Fireworks: The FinCom had asked that the Fireworks be cut from \$5500 to \$5000. It was stated that the extra \$500 for next year was needed due to new state regulations mandating that the fireworks be set up beforehand to automatically go off sequentially, rather than each firework being set up as the display is put on. This necessitates that they be set off on a barge, which is the extra cost. It was agreed to cut the Old Home Day budget \$500 instead.

School Budget: The FinCom has asked the school committee to cut their budget by \$55K. The Selectmen are looking for \$15K in cuts.

Library Budget: It was stated that the Library budget must increase by a certain percentage each year in order to maintain their state certification. The appropriate level will be maintained to ensure certification.

MSBA Window Project: Discuss at April 19th meeting.

FY2013 Budget: Ms. Miller was asked to send notices to all departments to inform them of budget cuts that have been made. Request will also be sent to the School Committee concerning the BOS request that they find \$15K in cuts. The next budget meeting will be held on Thursday, April 19th, at 6:30pm

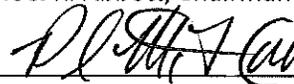
Adjournment: The Selectboard voted unanimously (3/0) to adjourn the meeting at 8:45pm.

Respectfully submitted,
Ellen B. Miller, Town Coordinator

Approved:



Noel R. Abbott, Chairman



Paul McLatchy III

June 19, 2012

Date Approved

Robert J. Clancy

Attachment:

- Agenda
- Correspondence to departments concerning budget cuts