

Warrant Committee Meeting

Wednesday February 6, 2008

Attending: Robyn Hunter, Chair, Caroline White, Vice-Chair, Nancy Weinstein, Secretary, Joseph Melican, Scott Seidman, Dave Stapleton and Nate Van Duzer

Guests: Karen Jelloe, Treasurer-Collector

1. Review of Budgets

- a. Treasurer/Collector #145
 - i. Professional Services line item decreased by \$1,000 which reflects actual expenditures
 - ii. Training increased by approximately \$500 for staff education
- b. Maturing Debt Principal#710
 - i. Increased
- c. Maturing Debt Interest #751
 - i. Decreased
- d. Group Health Insurance #914
 - i. Membership has increased
 - ii. Current employees pay 30% and Current retirees pay 50%
 - iii. Actual rates released the end of March
 - iv. Current projection is an increase of 13%
- e. Medicare/FICA #916
 - i. Increase of 5.95% as a result of the increase in payroll expense
- f. Bank Charges #759
 - i. Decrease of \$2,000 to reflect actual expenditures
 - ii. Decrease realized with switch from Bank of America to Citizens Bank
- g. Norfolk Retirement #911
 - i. Currently, there are 121 participants
 - ii. Account is for the Town's share of pension costs for retirees
 - iii. Projected increase of 16%

2. Vote of Budgets

- a. #145 Treasurer-Collector
 - i. J. Melican moved approval of the Treasurer-Collector budget totaling \$180,994; \$152,023 in Salaries and Wages and \$28,971 in Expenses
 - ii. N. Van Duzer seconded the motion
 - iii. Motion approved 6-0
- b. #171 Conservation
 - i. S. Seidman moved approval of the Conservation Budget totaling \$59,367; \$30,779 in Salaries and Wages and \$28,588 in Expenses
 - ii. J. Melican seconded the motion
 - iii. Motion approved 6-0
- c. #176 Board of Appeals
 - i. J. Melican moved approval of the Board of Appeals budget totaling \$4,375; \$2,875 in Salaries and Wages and \$1,500 in Expenses
 - ii. S. Seidman seconded the motion
 - iii. Motion approved 6-0
- d. #178 Dover Housing Partnership
 - i. R. Hunter moved approval of the Dover Housing Partnership budget totaling \$1,515 \$1,151 in Expenses
 - ii. C. White seconded the motion
 - iii. Motion approved 6-0

- e. #220 Fire
 - i. J. Melican moved approval of the Fire Department budget totaling \$378,527; \$313,077 in Salaries and Wages and \$65,450 in Expenses
 - ii. R. Hunter seconded the motion
 - iii. Motion approved 6-0
- f. #231 Ambulance
 - i. J. Melican moved approval of the Ambulance budget totaling \$151,836; \$108,536 in Salaries and Wages and \$43,300 in Expenses
 - ii. R. Hunter seconded the motion
 - iii. Motion approved 6-0
- g. #450 Water
 - i. N. Van Duzer moved approval of the Water Department budget totaling \$22,430; \$5,870 in Salaries and Wages and \$16,560 in Expenses
 - ii. S. Seidman seconded the motion
 - iii. Motion approved 6-0
- h. #710 Maturing Debt Principal
 - i. *Held for revision in cover sheet*
- i. #751 Maturing Debt Interest
 - i. J. Melican moved approval of the Maturing Debit Interest budget totaling \$642,991; \$642,991 in Expenses
 - ii. C. White seconded the motion
 - iii. Motion approved 6-0
- j. #759 Bank Charges
 - i. N. Van Duzer moved approval of the Bank Charges budget totaling \$9,000; \$9,000 in Expenses
 - ii. J. Melican seconded the motion
 - iii. Motion approved 6-0
- k. #911 Norfolk County Retirement
 - i. N. Van Duzer moved approval of the Norfolk County Retirement budget totaling \$729,630; \$729,630 in Expenses
 - ii. J. Melican seconded the motion
 - iii. Motion approved 6-0
- l. #914 Group Health Insurance
 - i. N. Van Duzer moved approval of the Group Health Insurance budget totaling \$1,583,110; \$1,583,110 in Expenses
 - ii. J. Melican seconded the motion
 - iii. Motion approved 6-0
- m. #916 Medicare/FICA
 - i. N. Van Duzer moved approval of the Medicare/FICA budget totaling \$114,150; \$114,150 in Expenses
 - ii. C. White seconded the motion
 - iii. Motion approved 6-0

3. Review of Minutes

- a. Minutes of January 30, 2008
 - i. Motion made by J. Melican and seconded by C. White after minutes were amended
 - ii. Vote 6-0-1

4. Other Business

- a. Prior Notices to date are \$60,533.23
- b. Acknowledgement of the following Prior Notices
 - i. Town Garage for \$4, 449.85
 - 1. Clean out of clogged floor drains in the Highway Garage
 - ii. Town Library for \$5,000

1. Temporary Part-Time Salary due to multiple changes in personnel over the past year
- c. Meeting at the Region
 - i. Discussion of methods to be used with assigning the new assessment formulas
 - ii. Discussion of need to present a level-funded budget with narrative of any increase in operating expenses
- d. Park and Recreation Budget
 - i. We will get additional information for Fiscal Year 2007 to better evaluate revenue streams.
- e. Local schools Budget
 - i. Proposed meeting with DSC/Administration and WC to be moved to the first week in March so that all are available.
 - ii. Sub-groups will be working up until then on any outstanding questions
- f. Article 4 Update
 - i. C. White to start plugging in numbers to get a feel for where we're at
- g. Blue Book Committee
 - i. To be headed by C. White with assistance from N. Van Duzer and N. Weinstein

Next Meeting: Monday, February 11, 2008 at 7:15 AM in the Selectmen's Meeting Room

Meeting adjourned at 9:00pm

Respectfully submitted,
Nancy Weinstein, Secretary