

**Essex Finance Committee
Tuesday December 10, 2019
Town Hall – 2nd Floor Stage Area 7:00 P.M.
Meeting Minutes**

Members Present: Chairman Ben Buttrick, Rob Fitzgibbon, Guy Bradford, Michael Flynn

Also Present: Paul Rullo, John Filias, Amanda Davis, and Mike Galli

Chairman Buttrick called the meeting to order at 7:00 p.m. in the 2nd Floor Stage Area at Town Hall, 30 Martin Street.

A motion was made, seconded, and unanimously voted to approved the minutes for the Finance Committee November 19, 2019 Open Meeting Session.

A motion was made, seconded, and unanimously voted to approve two Line Item Transfer requests received.

No Reserve Fund Transfer requests were received prior to Finance Committee meeting.

The Finance Committee along with the Board of Public Works, Mike Galli, Supervisor and Amanda Davis, Assistant, participated in a discussion concerning the need to increase the labor force due to increases in additional responsibilities over the last 30 years, such as Field of Dreams, Conomo Point and the new Municipal Building on John Wise Ave. The Board of Public Works then raised concerns about Meyer Brand Sewer Grinder Pumps that are being discontinued, and the cost to purchase new pumps. Approximately 200 homes presently utilize Meyer Brand Sewer Grinder Pumps, the estimated costs to replace these pumps with another vender is estimated to be between \$4,000 to \$7,000 each. The increase to the Sewer Department budget to continue to maintain grinder pumps is estimated to be \$1,400,000. The Finance Committee made a motion, seconded, and unanimously voted to explore past promises and possibly discontinue maintenance obligations to grinder pumps in residences and businesses utilizing grinder pumps. It was agreed to continue discussion concerning these budget items once the Board of Public Works obtained additional information.

Virginia Antell, Town Accountant presented a guide for Town of Essex Financial Reserve Policies. Discussion concerning the guide was positive, the Finance Committee stated that the Financial Reserve Policies document was excellent and goals had been achieved in FY19. A motion was made, seconded and unanimously voted to defer approval of the Finance Reserve Policies.

There was no Public Comment.

A motion was made, seconded and unanimously voted to adjourn the meeting at 9:00 p.m.

REQUEST FOR A LINE ITEM TRANSFER

Requests are to be made and transfer voted BEFORE any expenditure is incurred. Please submit only one copy.

- To: Finance Committee – Town of Essex
- 1. Amount Requested: \$1,000.00 From: 1100.2.210.5710.00
Title: *Police Travel Expenses*
- 2. To be transferred to Account to: 1100.2.210.5194.00
In Service training Expenses
- 3. The specific purpose the amount requested will be used for:
Paying academy fees
- 4. This expenditure is extraordinary and/or unforeseen for the following reasons:
Increase in mandatory training depleted this line.

Date: 11/21/2019 Signed: Paul J. [Signature]

Date of meeting 12/10/19 Vote: Yes No

Transfer voted in the sum of \$ 1,000.- Transfer disapproved _____

FINANCE COMMITTEE

[Signature] _____

[Signature] _____

[Signature] _____
