

WASHINGTON FINANCE COMMITTEE Minutes

June 8, 2015

Meeting was called to order at 7:01 p.m.

In attendance: Kent Lew, Dick Spencer, Mike Burke and Dave Weissbrod

OLD BUSINESS

Finance committee minutes from March 30, 2015, as amended, were approved.

NEW BUSINESS

1. Veteran Services Update

Peter Blake, Veteran Services Agent for the town, will be stepping down from this position at the end of FY15 due to changes to certification process. A few options are being investigated regarding his replacement. We believe our FY16 budget for this service remains correct.

2. Request from Parks Commission for Transfer from Reserve Account to Town Park Account

We have a request from Parks Commission to transfer \$1,500 from Reserve Account to Town Park Account to cover costs related to recent Park "fix-up" and the infamous doggie poop-scooper system. We will address this request as part of our overall FY15 expenditure-balance review with Dan Parnell.

3. Consider Changing Wages Accounting from Cash to Accrual

(Dan Parnell present for this discussion and most of Item 4 herein.)

Wages for the last 2 weeks of the FY are paid out of next year's budget –a problem exacerbated by going to 2-week pay schedules. Previously, we just had a 1 week pay out problem. An accrual method should be used and is advisable and desirable for year-end audits. This change necessitates finding an additional \$5,664 for 2 more weeks of highway department wages for FY15.

The Finance Committee agrees that we shall adhere to accrual accounting method.

4. Review FY15 End-of-Year Transfer recommendations for STM

We reviewed Dan's latest figures related to FY15 over-runs and surpluses.

Main issues discussed:

Note, Road & Bridge, Winter Roads, and Highway Wages deficits will be addressed at STM due to the large amounts requiring approval.

Winter Roads \$36,009.44 deficit will be covered by transfer of surpluses within other budgeted Highway Dept line items (approx \$20,000), plus funds from Transfer Station Operating budget (\$6,000), as well as from Town Building Repairs (\$5,100). This still leaves a \$5,000 deficit that we will squeeze from somewhere. Highway Wages deficit (\$13,342.75), including added \$5,664 YE Accrual, will be covered by a combination of transfers from Town Hall Building Maintenance (\$2,000), Vocational Ed (\$3,500), Vocational Ed Transportation (\$5,000), as well as from Transfer Station Operating budget (\$3,000).

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Note, transfers that are under \$5000 will be addressed directly by the Finance Committee with the SelectBoard at the end of the fiscal year.

Town Park deficit (\$1,671.95), discussed in part in item 2, will be covered by transfer from Reserve Account (\$1,672).

Insurance deficit (\$2,555) will be covered by transfer from Student Vocational Education (\$2,555).

Machinery Maintenance deficit (\$2,331.33) will be covered by transfer from Highway Building Maintenance (\$2,500).

Replacement of paper storage container at transfer station (\$7,000 estimate) although there is \$2,500 worth of grant money.

The remaining few deficits totaling less than a thousand dollars, were all addressed via transfers of funds.

The finance committee recommended appropriation of \$9.80 from Free Cash to cover a prior year expense for postal reimbursement.

The Finance Committee also discussed:

Tree Work: control of budget and work by Tree Warden vs. Highway Dept, and the need for yearly estimates. Kent will discuss with Selectboard.

Monthly mileage checks/records for town vehicles (ex. vocational ed bus).

Issue of cost of insuring old(er) trucks that have been supposedly replaced by new(er) vehicles. Is it worth the cost or should we look into selling?

Lastly, the Finance Committee will continue discussion of highway payroll overruns, all agreeing that we needed to address the issue but need to give it more thought.

Finance Committee Meeting adjourned at 8:29 p.m.

Respectfully,

David Weissbrod, Clerk