The meeting was called to order by Chair Jack Tivnan at 6:32 p.m.

Jack Tivnan asked for a vote to televise the Advisory Meeting. The vote was four (4) against and two (2) for televising the meeting.

Minutes: The following are corrections to the minutes of February 6, 2013. Add Marie Arsenault, Accountant to those attending the meeting. The vote for the October 16, 2012 was corrected to read 3 to approve, 2 abstain (Roger Slobody and Phil Landine). Phil Landine made a motion to approve the February 6, 2013 meeting with the above noted additions/corrections. Roger Slobody second. Vote 5 approve 1 abstain (Diane Vayda) the February 6, 2013 meeting as corrected.

General Discussion: Jack Tivnan would like Selectmen to push for the Water Department to pay expenses. Roger Slobody asked what happens to the money they collect. They pay their expenses (but the Town pays some expenses) and the remainder they save for repairs to the pipes. Roger Slobody asked do we know what expenses the Town pays for and the answer was yes. Jack Tivnan wants them to pay for all of their expenses. The Town pays $80,000 of their expenses and has subsidized them for many years. Tom Long asked about “standby time”. The Water Department gets paid for 8 hours on weekend days and he wants to know what happens to the remainder of the hours on a weekend. Jack Tivnan said we will talk about this when they come in.

Stormwater Authority Budget: Johanna Swain, a member of the Stormwater Authority was present to answer questions. Phil Landine questioned a 58.99% increase in the secretary’s wages. Johanna Swain explained that the Authority has been really busy and needs more money to pay the secretary for extra hours. It is not a raise but rather payment for extra hours to do the job. The budget is level funded but money for the secretary has been taken from the expense budget. Phil Landine said you are “heading down the wrong road”. Roger Slobody said it appears to be a raise. Johanna Swain said you could leave the budget as it appeared last year with level funding for this year and take it out of expenses at the end of the year or request a Transfer from the Reserve Fund. Jack Tivnan said it should reflect what it really is. Roger Slobody asked what the application fee was for Stormwater and the answer was that it is $30.00. He felt that the
fees should pay for the expenses. Johanna Swain said she will bring it up at the next Stormwater Authority meeting on March 6, 2013 and report back.

#13A Earth Removal: Johanna Swain was present to answer questions. She said 20% increase in the clerk’s wages was due to an increase in the volume of work. Roger Slobody asked if there were any projects and the answer was that there are two open permits. Roger asked about the fees and Johanna said that the fees had recently been doubled but did not have the amounts. She will get the new fee schedule. Roger Slobody made a motion to approve the budget. Phil Landine second. Vote 6-0 to approve the budget as presented.

#39 Veteran’s Services: Johanna Swain was present to answer questions. Chapter 115 Recipients will be listed as Client #1 etc on the budget. Roger Slobody wants to see the breakdown of the expenses. Johanna Swain will have the Veterans Agent, Pat Swain, who was unable to come tonight, come to our next meeting.

#2 Selectmen: Johanna Swain was present to answer questions. She said the 1.39% increase in the executive secretary wages was due to a 1% longevity stipend. She has talked to the PT Clerk who types the Town Report who will do it for $1,000.00. PT Clerk will be cut $500.00. Johanna said she is the Regional Procurement Agent and had turned in $500.00 last year and will again this year. This $500 could be cut from the budget but the Highway Department may need it. Tom Long questioned why the dam is inspected every year and the answer was that we have a contract to inspect the dam every year. Education benefits: This money is for if an employee wants to take classes. This must be approved by the Personnel Board. She felt because it has not been used for many years that it could be reduced from $700.00 to $250.00. Roger Slobody made a motion to approve the budget with $500.00 cut from PT Clerk. $450 cut from Education Benefits and $500 cut from Regional Procurement Agent. Jack Tivnan second. Vote 6-0 to approve the budget with listed cuts.

#8 Legal Counsel: Johanna Swain was present to answer questions. Roger Slobody asked is she on a retainer and the answer was no she is hourly. Roger asked what did we spend last year. Johanna said that her budget this year began with $28,000.00 and the present balance is $16,629.95. Diane Vayda asked how much she turned back last year and the answer was none. Roger Slobody wants to reduce the budget from $25,000.00 to $24,000.00. Phil Landine made a motion to approve the budget cutting it $1,000.00. Roger Slobidy second. Vote 6-0 to approve with cut.
#14 **Town Hall:** Johanna Swain was present to answer questions. Tom Long asked if all departments used the same Custodian and the answer was no. The Selectmen did not want to pay benefits so the Library and the Senior Center have their own custodian. Question on Town Hall Maintenance & Expense increase and it was explained that elevator inspection was paid out of a different account. Johanna said that last year $4,141.76 was turned back. This line item will be reduced $1,050.00 from $12,050.00 to $11,000.00. Roger Slobody made a motion to approve the budget with $1,050.00 cut from Town Hall Maintenance & Expense line. Diane Vayda second. Voted 6-0 to approve.

#16 **Town & Advisory Reports:** Johanna Swain was present to answer questions. She said last year she turned back $2,000.00. She said she has just gone out for quotes to print the annual Town Report and Warrant. She will be back next week with quotes.

#34 **Municipal Lighting:** Johanna Swain was present to answer questions. She said that last year she turned back $10,000.00. To date, she has $24,287.00 left out of $50,000.00 budgeted and we are more than halfway through the year. This is for the Fire Department, Town Hall, intersection light plus all street lights. Phil Landine asked if there has been an energy audit done and the answer was that the Town Hall had been done twice. Tom Long suggested that we request the Selectmen to contact National Grid to do energy audits on all Town buildings. Budget will be discussed again at March 13th meeting.

#15 **General Insurance:** Johanna Swain was present to answer questions. Johanna said this goes out to bid. There is a 10% increase expected because of history--damage to vehicles, employee out 376 hours and these things play into the cost. Roger Slobody asked if policies had deductibles and what they were and the answer was yes and Johanna will bring that in. Johanna said that the Treasurer pays up front to get a discount on the insurance. Phil Landine asked who decides what the deductible is. Johanna said that we used to have an Insurance Committee and we used to ask Al Collings because he was in insurance. The Advisory Committee will go over this budget again when more information is available.

#48 **CMRP:** Johanna Swain was present to answer questions. Roger Slobody asked what is CMRP. The Central Massachusetts Planning Commission formed in 1963 is the designated regional planning entity for the Central Massachusetts region. The CMRP provides municipal and planning for Land Use and Transportation as well as Community Development Services. Roger Slobody asked who runs CMRP and the answer was Larry Adams. We also get a number of hours of service. The planning Board uses their
services. Roy Roberts made a motion to approve the budget as presented. Phil Landine second. Vote 6-0 to approve.

#44 Celebrations: Johanna Swain was present to answer questions. The question was asked what is the money spent for and the answer was bands, details, portapotties. Phil Landine made a motion to approve the budget as presented. Roger Slobody second. Voted 6-0 to approve the budget.

Vocational Education: Johanna Swain was present to answer questions. She said the budget has been level funded at $275,000.00 for tuition and $32,000.00 for transportation. There are 16 students attending two different schools which are Tantasqua and Pathfinder. $4,470 per pupil is added to the tuition for special education students. She said she is comfortable lowering the tuition of $275,000.00 to $260,000.00, a $15,000.00 reduction. Roger Slobody made a motion to approve the budget lowering the tuition $15,000.00. Phil Landine seconded. Voted 6-0 to approve.

Jack Tivnan said Marie Arsenault will be in with a Trust Fund list. Roger Slobody asked when would we talk about grants and the answer was in April. Tom Long requested asking the Rescue Squad to come in when the Fire Department comes in. Phil Landine asked why and the answer was that the Rescue Squad uses Fire Department space to house the ambulance and does not pay fees. Jack Tivnan said the Town was responsible for emergency service. Roger Slobody said the Water Department has to pay fees and the Rescue Squad gets a free pass. Jack Tivnan says he has no problem asking them.

Diane Vayda made a motion to adjourn the meeting. Roger Slobody second. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Christine M. Long
Secretary