

APPROPRIATIONS COMMITTEE
Meeting Minutes

For the Meeting Held On January 12, 2016
Meeting Time : 6:30 pm

Location : 328 North Main Street – Conference Room – East Longmeadow, MA

Meeting Posted On: **Day:** Wednesday **Date:** 01 / 06 / 2016
(48 hrs required)

Is Meeting Being Recorded by Digital Recorder: Yes _____ No X
The Minutes of this Meeting are being taken by: Marge Larocca

Committee Members: (check if attended)

Eric Madison	✓	Russell Denver	✓	James Broderick	✓	James Walsh	✓
Dawn Starks		Rocco Carabetta	✓	Sam Pizzanelli	✓	Sara Menard	✓

Attendees: Marge Larocca

Did the Chair release any prior Executive Session Minutes?
Dates of Executive Session Released :

Yes		No	x
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TOPIC / MATTER #1

Distribution & Review of Department Budgets

Summary of Matter Discussed :

- The Chairman opened the meeting. The Town Accountant distributed the FY17 proposed budget and noted the Police budget will be added after approval by the Board of Selectmen. The Town Accountant stated that overall, the budget requests did stay within 2%, and if all the supplemental budget requests get approved then it will be 3%. She added that the contracts for Police & T.E.U. are not included in the budget requests.
- The Chairman gave a description about Sources & Uses and explained that the budget and supplemental budget requests will be shown in the form. He added that as the budgets are voted on the recommendations will also be shown in the form.
- The Chairman gave an updated on the School Committee's budget and that it will be submitted within the budget guidelines.
- R. Denver gave an overview of the Fire Department budget request and noted that the extended shifts are anticipated to begin in February and that the union contract has been settled.
The Town Accountant explained that FY16 is budgeted ½ year with the full 8-man coverage & FY17 is budgeted with the remainder. The Town Accountant gave a description of the increased hours, vacation hours and newly created management position in the fire department.
- R. Denver gave a description of having met with the Police Chief regarding the Police budget request. The Town Accountant explained that the Board of Selectmen are questioning items in the Police Budget, and looking at overtime in similar communities.
- S. Pizzanelli gave an overview of meeting with the Town Clerk-Collector-Treasurer regarding the FY17 budget request, and added that it's within the guidelines.
S. Pizzanelli spoke about meeting with the IT Director regarding the IT Department

FY17 budget request and noted that they will be meeting again. A discussion followed about mileage reimbursement, and IT services for the Town of Hampden.

- R. Carabetta gave a description of meeting with the Council on Aging Director about her budget request, and added that the budget request has a zero increase.
- J. Broderick stated that he will be meeting with the Director of Assessing and that their budget looks to be within the guidelines.

J. Broderick gave a description of attending a Board of Public Works (BPW) meeting. He followed with a description of new storm water clean-up regulations the BPW is expecting. The Chairman stated that this is an unfunded mandate.

Documents or Exhibits for this Matter:

- FY17 Proposed Budget Request, Appropriations Committee Budget Calendar

Votes Taken Under this Matter :

- None

TOPIC / MATTER #2

Meeting Minutes Approval

Summary of Matter Discussed :

- The Meeting Minutes of December 5, 2015 were reviewed. It was decided to add the word "if" after the fourth word in the sentence.

Documents or Exhibits for this Matter:

- December 5, 2015 Appropriations Committee Meeting Minutes

Votes Taken Under this Matter :

- A motion was made to accept the December 5, 2015 Appropriations Committee Meeting Minutes as amended. The motion was seconded and all were in favor.

7:23 PM: Motion to Adjourn

Next Meeting: January 19, 2015 – 6:30PM – 328 North Main Street

MEETING FOLLOW UP:
Determine support of School Capital projects. – J. Broderick
PRIOR MEETING NOTES:
Committee Goals :
Professional Development Class – TBD
Note: Present Fringe costs in next budget cycle.
Note: Handouts for Budget Forum