

BUDGET COMMITTEE MEETING MINUTES

WEDNESDAY FEBRUARY 6, 2013

THE MEETING WAS CALLED TO ORDER at 6:03pm by Budget Committee Member Mr. Clifford.

ROLL CALL: Present were Mr. Clifford, Mrs. Nadeau, Mr. Puccetti, and Mr. Zambarano

MOTION TO APPROVE THE MINUTES of the 1-30-13 meeting was made by Mr. Puccetti, seconded by Ms. Nadeau and unanimously approved.

OLD BUSINESS:

I. North Smithfield 2013-2014 Budget: Tax Assessor Ms. Belair reviewed the Tax Assessor's budget requests with the Budget Committee. Ms. Belair answered questions including the explanation that the Contractual Services line item is for software programs explaining that \$12,120 is "bare bones", covering services currently under contract. Ms. Belair also indicated that property valuations should be completed by 4-1-13.

II. Tax Collector Ms. Perry reviewed the Tax Collector's budget requests with the Budget Committee. Ms. Perry explained that the Tax

Sale Expense line item was actually a different line item in previous years and indicated that no money has yet been spent for this item. The Budget Committee asked where these expense are showing up in the budget and Ms. Perry will get back to the committee with clarification. Additionally Ms. Perry reduced the Office Supplies line item to \$1,500.

III. Ms. Bourgette presented the Municipal Court budget requests. Ms. Bourgette explained that the appearance of the Telephone line item is so that the court can take credit card payments. Ms. Bourgette also indicated that the state takes 35% of all fees collected from the court.

IV. Town Administrator Ms. Hamilton reviewed the Town Administrator's budget requests and answered questions regarding any other aspects of the town budget. Ms. Hamilton has requested an increase to \$5,000 for a grant writer explaining that the town is missing out on grant opportunities. The Travel & Dues line item included fees for courses Ms. Hamilton would like to take. The line item for vehicle repair is increased this year and Ms. Hamilton explained that the town vehicle she drives is a 2003 with 97,000 miles. Ms. Hamilton explained that the Contingency Fund request for 2013-2014 has increased to \$150,000 due to 3 separate lawsuits involving Mr. DeCelles; Mr. Kozanowski; and Mr. Andozie.

The Budget Committee will ask Finance Director Ms. MacDonald to clarify the Employee Benefits section as it appears that numbers have

been transposed. Ms. Hamilton stated that the town employees 55 municipal employees, exclusive of the Fire Department.

NEW BUSINESS:

I. School Department Budget: Emails to Budget Committee chair Mr. Clifford in response to requests for presentation of budget information resulted in a Motion by Mr. Zambarano requesting that the Budget Committee chair Mr. Clifford and one other member of the Budget Committee meet with School Superintendent Lindberg and Ms. Marcotte prior to the Budget Committee meeting 2-13-13. The Motion was seconded by Mr. Puccetti and unanimously approved.

NEXT MEETING:

2-13-13 at 6:00pm at Primrose Fire Station

Motion to adjourn the meeting at 8:17pm was made by Mr. Puccetti, seconded by Mr. Zambarano, and unanimously approved.

Minutes respectfully submitted,

Merrie Nadeau