



**Finance Committee  
Regular Meeting  
02/20/24**

I. Call to Order

PRESENT: Zosack, Marden, Gustison, Luoma, Ackerman, Bender, Bevilacqua (6:10 PM - 7:35 PM), Davis  
ABSENT: Tingle

II. Minutes Approval

1. Finance Committee - Regular Meeting - Feb 5, 2024 6:00 PM

Adjust wording that solar feasibility study was not feasible and that water capital requests come out of retained earnings.

<b>RESULT:</b>	<b>ACCEPTED AS AMENDED [5 TO 0]</b>
<b>MOVER:</b>	Thomas Ackerman
<b>SECONDER:</b>	Rob Gustison
<b>AYES:</b>	Zosack, Gustison, Luoma, Ackerman, Bender
<b>ABSTAIN:</b>	Marden, Davis
<b>ABSENT:</b>	Bevilacqua, Tingle

III. New Business

A. Select Board

Chris Manni, Select Board Chairperson

Salary- increase is contractual for assistant and an increase in the stipend in line with the board moving from three to five members as voted at Town Meeting.

Expenses- increase for office supplies to set up the new members.

B. Board of Assessors

Ed Davis, Board of Assessors. Joyce Clohency, Board of Assessors. Heather Roche, Assistant Assessor.

Salaries- with the upcoming retirement of Ed Davis on the Board of Assessors, the Town is required by law to hire an Assessor. The salary range to hire an Assessor is \$100,000. When the study of other town's assessing departments was conducted we found the admin position was also lacking- looking for a salary increase of \$6,000 to reflect the job responsibilities of the Assistant Assessor.

Expenses- increase for software is Patriot Properties, which the Town has been heavily relying on and pays per parcel for their assessment- right now they are doing site visits but the changes are all made through the office staff.

C. Senior Center/COA

Brienne Walsh, Director Council on Aging

Salary- requested increase in hours for Outreach Coordinator from 18 hours to 35 hours. The population of Merrimac has approximately 1/3 of its residents categorized as older adults. The Outreach Coordinator helps those residents with basic needs and assistance.

The location of this meeting is wheelchair accessible and reasonable accommodations will be provided to persons with disabilities requiring assistance. If you need a reasonable accommodation, please contact the Town of Merrimac's ADA Coordinator, Robert Sinibaldi, at least two business days in advance of the meeting: [commissioner@townofmerrimac.com](mailto:commissioner@townofmerrimac.com) or 978-346-0525.

Expenses- No increases, just moved some funding from one line to another. The Town budget supports staffing and daily expenses- donation and grant based programs such as the meals and food panty, with in person and home delivery. There are two vans currently running, one purchased recently through a grant and the older one we are looking at grants to replace.

Town Nurse- increase in sharps container disposal of \$1,000. Merrimac is only one of four local towns that have sharps disposal. This is not only utilized by residents but also the Fire Department.

Capital Requests- \$25,000 for the construction of a food panty and \$20,000 for exterior building maintenance.

#### D. Library

Susan Coburn, Chair of Library Trustees

Salary- increase 3% COLA, as well as the second year of the increase for the admin.

Expenses- increase of collection materials, 19% of the budget has to be spend on materials to remain certified for the state funding that is received. State aid money is used to offset that, and other sources such as the gift account. Network Membership has an increase through the consortium, as they are upgrading their network.

Capital Requests- additional allocation for repairs to the HVAC system.

#### E. Fire/Emergency Management

Larry Fisher, Fire Chief 7:24PM

Salaries- per diem line increase in hope to find per diem staff. There were previously multiple rate scales depending on the role in the department, have taken the time to restructure that to be dependent on certification and title. Asking for the equivalent of two full time people in the per diem line. Currently working with other town's for their departments to open up the availability of EMT employees while we offer ambulance services and they do not. Also looking for a wage adjustment for the current full time staff. Compared to Groveland the Merrimac staff is paid about \$10/hour less.

#### IV. Reserve Fund Transfer Adjustment

1. Motion to rescind previous reserve fund transfer of \$2,500 to Capital Planning misc. Expense

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Thomas Ackerman
<b>SECONDER:</b>	Mike Marden
<b>AYES:</b>	Zosack, Marden, Gustison, Luoma, Ackerman, Bender, Davis
<b>ABSENT:</b>	Bevilacqua, Tingle

2. Motion to approve a reserve fund transfer of \$900 to Capital Planning msc. Expense for Capital Planning Software

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Thomas Ackerman
<b>SECONDER:</b>	Mike Marden
<b>AYES:</b>	Zosack, Marden, Gustison, Luoma, Ackerman, Bender, Davis
<b>ABSENT:</b>	Bevilacqua, Tingle

#### V. Adjourn

1. Motion to adjourn

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Rob Gustison
<b>SECONDER:</b>	Mike Marden
<b>AYES:</b>	Zosack, Marden, Gustison, Luoma, Ackerman, Bender, Davis
<b>ABSENT:</b>	Bevilacqua, Tingle