

BUDGET ADVISORY COMMITTEE
JULY 14, 2003

1. ROLL CALL

The meeting was called to order by Chair Dr. Kerry Waldee at 5:35 p.m. Committee members present were Scott Spages and Dan Barr. Also present was Budget & Finance Director Bill Underwood. Ken Cohen, Assistant Town Administrator arrived at 5:40 p.m. Member Bob Preziosi arrived at 5:55p.m.

2. APPROVAL OF MINUTES

A motion was made by Scott Spages to approve the amended minutes of May 19, 2003, and seconded by Dan Barr. **(Motion passed 4-0)**

A motion was made by Scott Spages to approve the minutes of June 16, 2003, and seconded by Dan Barr. **(Motion passed 4-0)**

3. OLD BUSINESS

3.1 FY 2004 Budget. Bill Underwood apologized for not having a report prepared for presentation at today's meeting. Mr. Underwood advised that the Town was looking into implementing an administrative charge from the general fund to Water and Sewer to handle their business which has not been done in the past. Mr. Underwood anticipated having the report prepared by July 18, 2003.

3.2 Operating Budget Review. Kerry Waldee stated that Councilmember Paul had requested that the Operating Budget and the Capital Budget, particularly the Operating Budget, be brought before Council by the second meeting in August. Ken Cohen advised that it would not be brought before Council for second and final readings until the last Council meeting in September. Mr. Cohen discussed, in detail, increases for Fire and Police. He also discussed a 20% increase in health insurance. Kerry Waldee advised that Councilmember Paul had asked him if this committee would consider meeting more than once a month in order for the BAC to make its recommendations to Council in a timely manner.

3.3 Capital Budget Review. Kerry Waldee stated that he noticed in FY 2004-2005, some tremendous expenses that were not on last year's Capital Budget. Ken Cohen discussed the Server Farm and the move from Apples to PCs. Mr. Cohen also discussed the AS400 and the need to purchase a new unit and replacement of two system printers. He discussed the need to update the Town-wide telephone system. Kerry questioned the need for \$38,000 in holiday decorations. Mr. Cohen discussed the fact that holiday decorations are a very important item for the Town. Kerry questioned the Police Department's need for Records Management Software for \$700,000. Mr. Cohen stated that he recommends that it not be included in the Budget. Kerry Waldee stated that he discussed the Town Hall expansion with Councilmember Paul where she expressed her concerns that the Town may spend a million dollars to expand the current Town Hall and then in the future may desire a new building. All members discussed, in detail, their thoughts on the expansion and the possibility of whether renovation of the existing

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building would be feasible. The board members also discussed the possibility of negotiating with Nova on property that could be utilized.

4. NEW BUSINESS

4.1 Space Study Needs Assessment. After discussion, Ken Cohen stated no space needs study.

5. COMMENTS AND/OR SUGGESTIONS

6. ADJOURNMENT

There being no further business, a motion was made by Dan Barr and seconded by Bob Preziosi to adjourn the meeting. (Motion passed 4-0). The meeting was adjourned at 6:40 p.m.

Date approved

Chair/Committee Member