

June 26, 2024

Meeting of Finance Committee held on Wednesday, June 26, 2024, beginning at 6:00 p.m. in the Hearing Room, Town Hall.

Members present: Tony Sanches, Aneta Lombardi, Michael Kelley, ~~Susanne Boyea~~, Dolly Cincone, Matais Goncalves and Mike Kelliher

Members excused: none

Mr. Marc Strange was also present.

First Order of Business: The Pledge of Allegiance

At this time the Finance Committee welcomed a new member – Mr. Mike Kelliher. Mr. Kelliher has been a resident of the Town of Ludlow for almost 27 years, has served on the School Committee and currently serves on the Building Committee.

The committee discussed Interdepartmental Transfers. This is the time when all of the departments can transfer money needed in one part of their budget to another part. Every transfer has to be approved by the Finance Committee.

Board of Selectmen: Transfer \$15,000 from Salaries to All Other Purchased Services for a contract. Also requesting a transfer of \$56,500 from Finance Committee Reserve to be transferred into Accounting/Auditing Services for outside audits. Moved by Ms. Cincone, seconded by Ms. Lombardi to approve the Interdepartmental Transfer for the Board of Selectmen in the amount of \$71,500 to cover expenses as proposed. Vote: 7-0-0 in favor

Property and Liability Insurance: Transfer \$13,361.86 from Law Enforcement Liability Insurance, \$635.24 from School Auto Liability Insurance and 45,646.32 from School Health Insurance to cover the following expenses: \$6,434.19 for General Auto Liability Insurance, \$17,902.58 for General Property Liability Insurance, \$4,282.86 for General Public Officials Liability, \$30,476.64 for School Property Liability Insurance and \$547.15 for School Public Officials Liability. Moved by Ms. Cincone, seconded by Ms. Boyea to approve the Interdepartmental Transfer for Property and Liability Insurance in the amount of \$59,643.42 to cover expenses as proposed. Vote: 7-0-0 in favor

Police Department: Transfer \$95,900 from Police Department Overtime and Training, from Police and Dispatch Services: \$120 Repairs and Maintenance, \$1,000 Officer Equipment repairs/maintenance, \$1,000 All Other Rentals/Leases, \$514 All Other Professional/Technical Services, \$794 Office Supplies, and \$151 Dues and Memberships, \$50,000 from Building Inspector Appointed Officials Salaries, from Animal Control Department - \$105 from Vehicles Repairs/Maintenance and \$832 from All Other Purchased Services to cover the following expenses: for the Police Department: \$25,000 for Vehicles Repairs/Maintenance, \$25,000 for Police Training, \$25,000 for Energy Supplies - gasoline, \$21,579 for Dispatcher's Full Time Salaries, \$2,000 for the Ambulance Department Tuition and Training, \$50,000 for Building Inspector's All Other Professional/Technical Services, and \$1,837 for Animal Control Salaries. Moved by Ms. Cincone, seconded by Mr. Goncalves to approve the Interdepartmental Transfer for the Police Department in the amount of \$150,416 to cover expenses. Vote: 7-0-0 in favor

Fire Department: Transfer \$47,700 from Fire Fighters Salaries to cover the following expenses: \$11,500 for Vehicle Repairs/Maintenance, \$5,500 for All Other Purchased Services, \$4,500 for Energy Supplies – diesel fuel, \$9,200 for Additional All Other Equipment and \$17,000 for Vehicle Repairs/Maintenance. Moved by Ms. Cincone, seconded by Mr. Kelley to approve the Interdepartmental Transfer for the Fire Department in the amount of \$47,700 to cover expenses as proposed. Vote: 7-0-0 in favor

Council on Aging: Transfer \$5,356 from Van Drivers Salaries to cover the following expenses: \$5,000 for Food Service Supplies and \$356 for Westmass Eldercare Assessment. Moved by Ms. Cincone, seconded by Ms. Boyea to approve the Interdepartmental Transfer for Council on Aging in the amount of \$5,356 to cover expenses as proposed. Vote: 7-0-0 in favor

Recreation Commission: Transfer \$27,000 from Lifeguards Salaries to cover the following expenses: \$4,000 for Clerical Salaries, \$3,000 for Regular Overtime, \$3,300 for Utilities – Water Usage, \$3,700 Food Service Supplies, and \$13,000 for All Other Supplies. Moved by Ms. Cincone, seconded by Ms. Boyea to approve the Interdepartmental Transfer for the Recreational Commission in the amount of \$27,000 to cover expenses as proposed. Vote: 7-0-0 in favor

Transfer Requests from the Town Accountant: Transfer \$209,000 from School Health Insurance and \$8,000 from Town Treasurer's Legal Services to cover the following expenses: for the Board of Selectmen - \$7,200 for Salaries and \$3,000 for Accounting and Auditing Services; for Town Accountant's Department - \$64,800 for Salaries and \$48,000 for Accounting and Auditing Services; for the Board of Assessors - \$3,000 for Salaries and \$40,000 for Purchased/Contractual Services, \$25,000 for Town Treasurer's retirement payout, \$22,000 for Town Counsel's Legal Services, \$3,000 for Information Technology Service Contracts, \$500 for Emergency Management and \$500 for Animal Control gasoline. Moved by Ms. Cincone, seconded by Ms. Lombardi to approve the Interdepartmental Transfers in the amount of \$217,000 to cover expenses as proposed. Vote: 7-0-0 in favor

Planning Board: Transfer \$3,000 from All Other Purchased Services to cover Town Planner salaries. Moved by Ms. Cincone, seconded by Ms. Boyea to approve the Adjustment in the amount of \$3,000 to cover expenses as proposed. Vote: 7-0-0 in favor

Building Department: Transfer \$3,000 from All Other Professional/Technical Services to cover Appointed Officials salaries. Moved by Ms. Cincone, seconded by Ms. Boyea to approve the Adjustment in the amount of \$3,000 to cover expenses as proposed. Vote: 7-0-0 in favor

Hubbard Memorial Library: Transfer \$5,000 from Salaries to cover Building Repairs/Maintenance. Moved by Ms. Cincone, seconded by Ms. Boyea to approve the Adjustment in the amount of \$5,000 to cover expenses as proposed. Vote: 7-0-0 in favor

Following the interdepartmental transfers, Mr. Strange reviewed the timing of Free Cash certification for 2024. Typically, Free Cash is certified some time in November or December.

Mr. Strange then reviewed the timing of the 2026 Budget calendar being put together. He noted that the budget calendar should be available in August.

Correspondence:

- The Board of Selectmen at their meeting of March 5, 2024, voted to declare a State of Emergency as of February 8, 2024, due to over expended snow and ice budget.
- Board of Assessor was reorganized for 2023.
- Town Clerk – boards/committees must reorganize after the Town Election.

Moved by Ms. Cincone, seconded by Ms. Boyea to approve and sign the Finance Committee Minutes of April 17, 2024, as indicated.

Vote: 6-0-1 in favor

Moved by Ms. Cincone, seconded by Ms. Boyea to approve and sign the Finance Committee Minutes of May 1, 2024, as indicated.

Vote: 5-0-2 in favor

Moved by Ms. Cincone, seconded by Ms. Lombardi to adjourn the Finance Committee Meeting at 7:02 p.m. Vote: 7-0-0 in favor.

Marie Lombardi
Matia Lencar
[Signature]

Jessica M. Boyea
[Signature]

Ludlow Finance Committee

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