

EHHD Finance Committee
Special Meeting Minutes
November 25, 2014
Mansfield Community Center
Community Room

Meeting Called to Order at 9:04 AM

Present E Paterson, J Elesser, J Stille, P Schur, R Miller, A Meriwether

P Schur MOVED, J Stille seconded to approve the 10/16/14 meeting minutes as presented. Motion PASSED unanimously.

J Stille MOVED, J Elesser seconded to ratify the software as a service contract award to ViewPoint Inc. Discussion ensued. J Stille MOVED, J Elesser seconded to amend motion to include, "...pending legal review of contract language." Motion PASSED unanimously. Motion PASSED unanimously.

R Miller presented proposed FY15/16 Operating Budget, CNR budget and Fee Schedule. Discussion ensued. J Elesser MOVED, J Stille seconded to recommend the proposed fee schedule as presented to the full board, and make the following proposed budget revisions with the directive of reducing the member town rate increase to below 4%:

- Reduce by \$2,000 the transfer out of the GF to CNR Fund
- Reduce "Other Purchased Services" line to 33% of the total appropriation necessary to fund annual ViewPoint software licensing cost (66% to be funded by CNR)
- Reduce the "Voice Communications" line proposed increase to 33% of the total appropriation necessary to fund annual smart phone service costs (66% to be funded by CNR)
- Reduce proposed appropriations in the "Vehicle Repair & Maintenance" and "Gasoline" lines to better align with actual costs in FY13/15, as a result of the purchase of two new hybrid vehicles

Motion PASSED, unanimously.

It was discussed that the committee should consider transferring out any FY14/15 operational surplus to the CNR fund.

Members were reminded that the next finance committee meeting is December 11, 2014, 4:00PM.

Respectfully submitted,



Robert Miller
Secretary