

**HAMPDEN ADVISORY COMMITTEE
MEETING MINUTES
February 6th, 2012
Hampden Town House**

Approved February 13, 2012

Meeting called to order at 6:10pm.

Members Present: Doug Boyd, Co Chair, Jamie Collins, Jeff Smith and Rick Rubin

Members Absent: Carol Fitzgerald, Co Chair

Also present: Cliff Bombard and Eva Wiseman

Minutes – The minutes from the January 23rd regular were reviewed. Jeff made a motion to approve as written. Jamie seconded. The vote was unanimous, 3-0.

Budget Discussions:

Accountant – Cliff met with the Board and reviewed the revenue budget for FY13. This is an interim audit year therefore the Accountant's budget request sheet reflects an increase to line 01501.3 for the interim audit. He will be putting together a projected revenues report for the board. There is no new growth anticipated, and the local revenue projection was underestimated considerably, so there should be free cash. The school department has the greatest movement in their budget due to special education plans. School enrollment is down to approximately 3400 students. The towns FEMA status is still unknown, but the debt can be spread over two year. There is currently a surplus in the snow and ice budget line (01545.0) versus last year deficit of \$175,000 at this same point in the year.

Board of Registrars – Eva reviewed her budget requests for the Board of Registrars. Line item 01511.2 Election Expenses is increased due to one town election, (May 2013), one state primary, (September 2012), and one presidential election, (November 2012), expected for FY13. Capital Improvements mentioned were the deteriorating condition of the voting booths. These are in need of repair or replacement in the coming year. Also mentioned is the aging ballot box. It is difficult to find a capable vendor to repair it. This may force a replacement box purchase or an alternate method, (i.e.: electronic voting machines.)

Tax Collector – Eva submitted a level-serviced budget, with an increase to account 01513.4. This is for anticipated increase in the computer maintenance contract. There were no capital expense requests.

Town Clerk – Eva submitted a level-serviced budget, with an increase to 01514.3. This is for the purchase of specialty binders, ledgers and other items needed. This increase should also cover the cost of normal office supplies and association and membership & class fees.

Jeff made a motion to adjourn at 7:00pm. Jamie seconded. The vote was unanimous. The next meeting will be held on February 13th, at 6 pm in the Melville Room.

Respectfully Submitted,

Cindi Connors, Clerk