

FINCOM
Meeting Minutes – December 16, 2015

Members Present: Alice, Don, Steve, Laura, Bruce, John
Not Present: Rudy, Heidi
Others: Lorraine
Location: Hapgood Room, Old Library

Alice called the meeting to order at 7:09PM.

Minutes: The Minutes of the December 2 meeting were unanimously approved as submitted.

FY17 Budget Reviews: Lorraine distributed the questions committee members submitted on the budgets for Pond, Board of Health, Cemetery, and DPW. The committee reviewed all questions and Laura offered additional questions she emailed just before the meeting. Several revisions were made and Laura will revise her questions based on our discussion and send to Tim by December 17 so he can provide all questions to these committees for response.

Lorraine distributed answers to our questions received so far from Historical, Finance, Town Clerk, Police, Ambulance, Fire, and Library. The committee reviewed several of these and concluded the following:

- **Finance** - Lorraine's responses sufficiently answered all questions. We will need nothing further from Finance.
- **Town Clerk** – Janet answered our questions and we urged her to try to negotiate a reduced price on the software contract for dog licensing, if funding for this is approved. We will need nothing further from the Town Clerk.
- **Police** – Lorraine will provide additional data for our review—history of total overtime payments per year to see if the proposed 12% increase is in line with past experience, and how much higher hourly pay is for second and third shifts (in the police contract). Don will check with the Energy Advisory Committee to determine if energy saving grants may be accessed to reduce the cost of adding insulation to the roof. Based on further review of the requested information, we will determine if we need to meet with Chief Denmark.
- **Ambulance** – Our questions resulted in the Ambulance committee increasing their request for permanent staffing. This additional personnel cost results in a roughly \$100,000/year operating deficit. The agreement made about five years ago when the ambulance started charging for service was that it would be a self-funding operation. With the budget they submitted, they will not only have insufficient funds to purchase a new ambulance as planned but will run out of money by FY18. We will need to have this committee meet with us in January.

The responses from Historical, Fire, Library and all additional departments will be reviewed by committee members and discussed at our next meeting January 6. Tim should forward all responses as they come in to committee members.

The approved School budget books were distributed at this meeting. Committee members agreed to review this budget and submit their questions to Tim by December 28. He will consolidate questions and send to the School committee by December 30 so they can answer at their January 11 meeting.

Town Administrator Report: None.

Finance Director Report: Lorraine said they plan to start advertising for her replacement in January.

Liaison Reports: Steve shared some perspective from the School committee meeting on December 14. They could not reach agreement on revisions to fees and are considering a \$124,000 supplemental request to fund athletic coaches at town meeting. They plan to use Devens money to fund the \$275,000 parking lot improvement project.

Next Meeting: Our next meeting is Wednesday, January 6 at 7PM at the Old Library. Alice will invite CPIC to present their thinking about capital projects as we understand they intend to rate/prioritize projects at their January 4 meeting. Alice will ask DPW and Ambulance to meet with us Saturday January 9 and Schools to meet on Saturday January 23 or January 30 as a second option. We will discuss committee answers to our questions on January 6 and determine what other departments we need to meet with at Wednesday meetings—January 13, 20 or 27.

The meeting was adjourned at 9:27PM.

Respectfully submitted,

John W. Seeley, Secretary