

Town of Lunenburg



Mark Erickson
A/28/16

17 Main Street, P.O. Box 135
Lunenburg, MA 01462-0135
978.582.4139
FAX 978.582.4148

Finance Committee:
Mark Erickson, Chairman
Terri Burchfield, Vice-Chairman
John Henshaw, Secretary
Karin Menard
Jay Simeone

Lunenburg Finance Committee Minutes March 24, 2016

Location: Town Hall
Present: Mark Erickson, Terri Burchfield, Karin Menard, Jay Simeone, John Henshaw
Absent: None
Also Present: Kerry Lafleur, Town Manager.

1. Mark E. called the Finance Committee meeting of March 24th to order at 7:00 pm. He announced that this meeting is being recorded and broadcast over Lunenburg Public Access Cable Channel. The video recording is posted on YouTube at <https://www.youtube.com/user/LunenburgAccess>
2. Comments:
 - Public: None
 - New Communications:
 - On April 11th at 6:35 pm the Planning Board will meet to hear and discuss two planning issues.
 - Mark said the committee has two openings and sometimes it is a challenge to have a quorum. Interested citizens may apply by filling out a talent bank form.
3. Public Hearing on the FY2017 budget. Please refer to the Town Manager's budget presentation of March 24 for specific details on this.
 - Kerry Lafleur gave a brief summary of the proposed budget:
 - The projected total increase in FY17 revenues over FY16 is \$1,758,415, or 4.96%.
 - On the expenditures Kerry and Karen Brochu were able to make a series of small adjustments make sure the budget was in balance.
 Note: In the unlikely (in Kerry's estimation) event that the governor's Chapter 70 aid amount is cut by the legislature, the Town will have to reduce the school's appropriation.
4. Finance Committee recommendations to the Town Meeting on monied articles (monied articles are articles that have a financial effect on the Town) in the Fiscal 2017 Annual Town Meeting Warrant.
 Notes:
 - The numbers of the articles are based on the index of May 7, 2016 ATM articles. Subsequent to this meeting, the numbering of the articles changed. The revised numbering will be shown in the minutes of the March 31 meeting.
 - As articles 7, 27, 29, 31-38, 41 and 42 are not monied articles there is no recommendation.

Review of Monied Warrant Articles and Recommendation			
Article	Description	Motion, Second	Vote:
1	Reauthorize revolving fund—Ambulance Billing.	Terri moved to recommend approval. Karin seconded.	Motion Passed: 5-0

2	Reauthorize revolving fund—Timber Rights.	Terri moved to recommend approval. Karin seconded.	Motion Passed: 5-0
3	Reauthorize revolving fund—Custodial Special Detail.	Terri moved to recommend approval. John seconded.	Motion Passed: 5-0
4	Reauthorize revolving fund—Green Thumb Program.	Terri moved to recommend approval. Karin seconded.	Motion Passed: 5-0
5	Reauthorize revolving fund—Library Revolving Fund.	Terri moved to recommend approval. Karin seconded.	Motion Passed: 5-0
6	Reauthorize revolving fund—MART Transportation.	Karin moved to recommend approval. John seconded.	Motion Passed: 5-0
8	Payment of prior year expenses.	The committee awaits the report at the ATM before making a recommendation.	
9	FY2016 Budget Adjustments.	The committee awaits the report at the ATM before making a recommendation.	
10	Budget or Reserve Fund Transfer for Market analysis, buildings.	Terri moved to recommend approval. John seconded.	Motion Passed: 5-0
11	Collective Bargaining Agreement, Firefighters Union	Karin moved to recommend approval. Terri seconded.	Motion Passed: 5-0
12	Collective Bargaining Agreement, DPW Union	The committee awaits the report at the ATM before making a recommendation.	
13	Collective Bargaining Agreement, Police Union	The committee awaits the report at the ATM before making a recommendation.	
14	FY17 Capital Improvement Plan	Terri moved to recommend approval. John seconded.	Motion Passed: 5-0
15	FY17 Operating Budget	Postpone recommendation until 3/31 meeting.	
16	COLA Adj. for non-union employees	Terri moved to recommend approval. John seconded.	Motion Passed: 5-0
17	Transfer to/from stabilization fund	The committee will take this up in conjunction with the budget.	
18	FY17 Sewer Enterprise Fund Budget	Terri moved to recommend approval. Karin seconded.	Motion Passed: 5-0
19	FY17 Solid Waste Enterprise Fund Budget	Postpone recommendation until 3/31 meeting.	
20	FY17 Water Dept. Enterprise Fund Budget	Postpone recommendation until 3/31 meeting.	
21	Rescind borrowing authorization for the. School Project \$48,402.09	Karin moved to recommend approval. John seconded.	Motion Passed: 5-0
23	FY17 PACC Budget	Karin moved to recommend approval. Jay seconded.	Motion Passed: 5-0

The Finance Committee will address the remaining monied articles at the March 31 meeting.

5. Town Manager's Report: No report beyond her presentation of the budget. See point 3 above.
6. Review of Minutes:
 - March 10: Terri moved to accept the minutes as submitted; Jay seconded the motion.
 - The committee approved the motion by a vote of 5-0.
7. Budget Goals and Opportunities: There was no discussion at this meeting.
8. Committee and Department Updates:

<u>Committee/Department</u>	<u>Update</u>
DPW, Capital Planning, Public Access Cable—John H.	No report.
Library—Terri B.	No report.
Public Safety—Terri B.	No report.
Schools, Monty Tech, COA—Karin M.	No report.
Sewer Commission, Green Task Force—Jay S.	No report.
Building Re-use—Mark E.	No report.
School Bldg. Committee--Mark E.	<p>The Jr. Sr. School Building project is 85% complete. The committee approved spending \$7,726 from the contingency account for electricity for the outside classroom. They also withdrew from consideration using funds from the contingency account for the artificial turf field or reconfiguring the TC Passios Parking Lot. Further the committee decided to approve a site digital sign a7t \$56,415, a cooling system at \$528,815, and a maintenance garage at \$181,197. Mark reported that neither a digital sign nor the cooling system for the classroom wings met his needs test, so he voted against these items. There is just over \$1,000,000 expended from the contingency account, leaving a balance of just under \$3,000,000.</p>

9. Next meeting: Thursday, March 31st. The committee will complete the review of the warrant articles.
10. Finance Committee Report:
 - Mark had a few suggested changes for Terri to consider making to the draft of the report she had written and circulated for committee review prior to this meeting.
11. Adjournment: Karin made a motion to adjourn and Jay seconded the motion. The committee approved the motion 5-0 at 8:56.

Respectfully submitted by John Henshaw April 25, 2016