

# Town of Lunenburg



*Mark Erickson*  
5/26/16

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MAY 31 2016

LUNENBURG TOWN  
CLERK OFFICE

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

## Lunenburg Finance Committee Minutes April 28, 2016 Meeting

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

1. Mark called the Finance Committee meeting to order at 7:00 pm.
2. Comments:
  - a. Public: None
  - b. New Communications:
    - Mark announced three Association of Town Finance Committee meetings on May 5<sup>th</sup>, 12<sup>th</sup>, and 19<sup>th</sup>.
    - Mark also announced upcoming Planning Board meetings on proposed projects.
    - There is a notice from the school committee to the Capital Planning Committee on a capital improvement request related to signage costing \$22,222 to replace an aging sign. They will do a line item transfer from the operating budget to the capital budget for this project.
    - Mark circulated the April edition of The Beacon.
    - The committee has two openings and interested citizens may apply by filling out a talent bank form.
3. Mark reviewed the need for the committee to review the policy on Town debt as a percent of Town budget. The Town debt policy is one section in the Town's Financial Policies adopted by the Board of Selectmen in FY2015.
  - a. One aim is to clarify the policy and make it more transparent.
  - b. Another aim is to broaden the policy to address excluded debt.
    - Mark said he will add Financial Policy for Debt Service to subsequent Finance Committee agendas.
4. The Committee, with background information provided by Kerry, took up the remaining articles on the Annual Town Meeting Warrant. The table below is a summary of the committee decisions.

Review of Remaining Monied Articles and Recommendations or Status			
Note: Prior to the May 7 <sup>th</sup> Annual Town Meeting, the Finance Committee will meet at 8:15 in Lunenburg High School to review any articles that there may be sufficient information by then to make a recommendation.			
Article(s)	Description	Motion/Second or Other	Vote
9 & 10	Fire Fighter's union agreement and adjustment of the chief's salary.	Terri made a motion to recommend approval and Karin seconded.	5-0 in favor of the motion.
12 & 13	Funding of the Public Employee's and Police Officers collective bargaining agreements.	Will be passed over as the agreements have not yet been finalized.	
18	Solid Waste Enterprise Fund budget \$10,000 increase to \$275,000 in FY17. No effect on the budget.	Terri made a motion to recommend approval and John seconded.	5-0 in favor of the motion.

26	Debt Exclusion Override to fund road maintenance on Town roads unlikely to be resurfaced under the Pavement Management Plan.	The committee wants to find out more about the financing option before making a recommendation.	
27 & 28	Funding for renovation of the turf field and track.	The committee agreed to await the presentation at Town Meeting before making a recommendation.	
29	Summer Street easements for the construction project.	The financial effect is uncertain. An engineer working on the project will make a presentation to the Board of Selectmen next Tuesday, May 3.	
30 & 31	Transfer of the care and custody of the Brooks House and TC Passios School to the Board of Selectmen. John Londa would still be in charge of maintenance for both buildings.	John made a motion to recommend approval and Terri seconded.	5-0 in favor of the motion.
44	Whether to provide curbside yard waste disposal services to Town residents.	The committee needs to find out more about the costs before making a recommendation.	
45	Whether the Water District should remain independent of the Town or report to the Board of Selectmen.	No direct financial effect.	N.A.

5. Kerry distributed the FY16 Third Quarter Financial Statements. FY16 is coming in well: Expenditures are on track with the budget and revenues are a bit higher than planned for in the budget.
6. Review of Minutes:
  - a. March 24: Terri moved to accept the minutes; Jay seconded the motion, which was approved 5-0.
7. Budget Goals and Opportunities: The committee agreed to table our discussion to the May 12 meeting.
8. Committee and Department Updates:

<u>Committee/Department</u>	<u>Update</u>
DPW, Capital Planning, Public Access Cable—John H.	PACC will meet on Monday, May 2.
Library—Terri B.	There will be changes to what libraries can charge for overdue materials. This could increase the funds in the library revolving account, which would increase funding for the library in addition to the Town's appropriation.
Public Safety—Terri B.	No report.
Schools, Monty Tech, COA—Karin M.	No report.
Sewer Commission, Green Task Force—Jay S.	The library has gotten a grant for a lighting project to be fulfilled by the Green Communities task force.
Building Re-use--Mark E.	No report.
School Bldg. Committee--Mark E.	The committee approved the change orders for digital sign, etc. Approved a change order for wheel chair lift at the stadium--\$2341. Just over \$1,000,000, Remain just under \$3,00,000. COA will be given in mid-May—and move will begin. It's a beautiful building. Good value for the cost.

9. On-going business: No discussion.
10. Next meeting: Saturday, May 7<sup>th</sup>, at 8:15 am at Lunenburg high school before the Annual Town Meeting and will reconvene the meeting through the Annual Town Meeting.
11. Adjournment: Karin made a motion to adjourn and Terri seconded the motion. The committee approved the motion 5-0 at 9:36.

Respectfully submitted by John Henshaw May 25, 2016

Attachments (1) Q3/FY16 Financials