

Town of Lunenburg

Finance Committee:
Mark Erickson, Chairman
Brian Laffond, Vice-Chairman
Terri Burchfield, Co-Secretary
Jason Smith, Co-Secretary
John Male
Scott Gile
Steven Raboin



Mark Erickson
8/9/12

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Lunenburg Finance Committee Minutes 7/26/12

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AUG 14 2012

**LUNENBURG TOWN
CLERK OFFICE**

Location: Town Hall
Present: M. Erickson, B. Laffond, S. Gile, J. Smith, S. Raboin, T. Burchfield
Also Present: Kerry Speidel

1. Meeting called to order 7:03.
2. Communications
Mark Erickson shared a box of notes and other materials kept by Martha McDonald that the 3 new Committee members will circulate to gain some recent history related to the activities of the Committee.
3. Review minutes of 7/12/2012
SG motioned to approve, JS seconded. Approved 6-0
4. Committee/Department updates
ME reviewed progress of School Building Committee moving forward to selection of an Owner Project Manager (OPM). A short list is expected by the end of September with a November 5th presentation to the MSBA. The time line projects the OPM will be identified by November 6, and the feasibility study can proceed with completion and approvals anticipated by February 2014. The expectation is that the Town will have a debt exclusion override vote in May 2014.
5. FY12 Close out items
Kerry Speidel presented a Reserve Fund transfer request to cover the snow and ice deficit, and an End of Year transfer request from Health Insurance to Central Purchasing.
The circumstances regarding the transfers were reviewed.
BL motioned to approve the transfer of \$32,245.52 from the Reserve Fund to cover the snow and ice deficit. SR seconded. Approved 6-0.
SG motioned to approve Chapter 44 Section 33B transfers in the amounts of \$220.53 from Treasurer's Administration to Administrative Fee-Loans and \$21,152.82 from Health Insurance to Central Purchasing. SR seconded. Approved 6-0.
6. Town Manager Updates
Kevin Blanchett was asked if he would be available on a Thursday evening in September to provide education on pension plans.
Kerry will provide a review of discretionary-less discretionary items sometime in September or later.
DPW open house has been scheduled for August 20th.
7. Real Estate Inventory
The list of town owned properties was distributed and plans for some of the unused properties were discussed. A map is being developed which will show where the properties are located.
8. Future items
We are still waiting on a sewer cost reconciliation on the costs to connect town buildings and debt service.
There may be a grant available for benchmarking that would pay for someone to come in and sort information.
9. Next meeting
August 9th if quorum, August 23rd if no quorum for the 9th. Agenda will include review of FY12 close.
10. JS motioned to adjourn at 9:11. SR seconded, approved 6-0.

Minutes respectfully submitted by Terri Burchfield.