

# Town of Lunenburg

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



*Mark Erickson*  
8/13/15

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## Lunenburg Finance Committee Minutes - July 23, 2015 Meeting

Location: Town Hall  
Present: Mark. Erickson, Terri Burchfield, Karin Menard, Jay Simeone, John Henshaw  
Also Present: Kerry Speidel

Note: Before this meeting was formally called to order, Caroline Griffis inform the committee that, due to personnel commitments she can no longer serve on this committee. Caroline will submit her letter of resignation to the appointing authority that originally appointed Caroline to the Finance Committee.

1. Meeting called to order by Mark E. at 7:02 pm.
2. Election of Officers for Fiscal 2015, Term runs from July 1, 2015-June 30, 2016:
  - a. Chairman: Motion by Karin M. to nominate Mark E. The motion was seconded by John H. There were no other nominations; the committee approved the motion 5-0.
  - b. Vice-Chairman: Motion by Jay S. to nominate Terri B. The motion was seconded by Karin M. There were no other nominations; the committee approved the motion 5-0.
  - c. Secretary: Motion by Karin M. to nominate John H. The motion was seconded by Terri B. There were no other nominations; the committee approved the motion 5-0.
3. Reorganization of Department and Committee liaison responsibilities, approved by Mark E., pending his reappointment to the Finance Committee by the Appointing Committee.

<u>Liaison Assignment</u>	<u>Responsibility</u>
School Building Project Committee	Mark E.
Building Re-use Committee	
School Department	Karin M.
Monty Tech	
Council on Aging	
Public Safety	Terri B.
Library	
Capital Planning Committee	John H.
Dept. of Public Works & Parks Dept.	
Public Access Cable Committee	
Sewer Commission	Jay S.
Green Community Task Force	

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LUNENBURG TOWN  
1 of 2 CLERK OFFICE

4. Comments:

a. Public--None.

b. Committee:

- i. The Appointing Committee for re-appointment ~~will meet~~ <sup>had met</sup> to review the reappointment of Mark E. and Terri B. to the Finance Committee.
- ii. John H. followed up on the presentation of OPEB projections. Based on initial projections of the growth of OPEB costs, were gradual and manageable.

5. Town Manager's Report:

a. Kerry handed out a report on revenue through June, 2015. Main points:

- i. Free Cash should be about \$300,000 after the state certifies the Town's unexpended fund balance. Revenues exceeded plan by \$245,574--the balance comes from expenditures under budget by about \$54,600.
- ii. There are about \$250,000 in encumbrances going into fiscal 2016.

b. At our next meeting we will review FY15 revenues and Chapter 44 §33B transfers.

6. Minutes:

a. Terri B. moved to approve the minutes of the June 11 meeting as amended. Karin M. seconded the motion. The motion was approved 5-0.

b. John H. will send the minutes of our May 2 meeting at the Annual Town Meeting to Mark E. for his review. The committee will review those minutes at the next meeting.

7. Committee Updates:

<u>Committee/Department</u>	<u>Update</u>
DPW--John H.	No report.
Capital Planning--John H.	The committee will continue the initiatives begun in FY15, e.g. a ten year planning horizon, parameters on borrowing.
Library--John H.	No report
Public Access Cable--John H.	No report.
Public Safety--Terri B.	No report.
Schools--Karin M.	No report.
Monty Tech--Karin M.	No report.
Sewer Commission--Jay S.	The Pratt Street extension is to go forward despite some opposition.
Green Task Force--Jay S.	No report.
School Building Comm--Mark E.	A \$37,000 change order for conduit omitted from the plan has been processed.
Building Re-Use--Mark E.	The committee had not issued a request for qualifications for bidders as of the date of Mark's report.

8. Meeting Adjourned: Terri Burchfield moved to adjourn the meeting and Karin Menard seconded the motion. The board voted 5-0 in favor; the meeting adjourned at 8:46.

Minutes respectfully submitted by John Henshaw August 11, 2015