

# Town of Ayer

## Finance Committee

### Ayer Massachusetts, 01432



Location: Ayer Town Hall, Great Hall  
Finance Committee Minutes

Tuesday January 11, 2011

Present: Brian Muldoon; Chairman, Jesse Reich; Vice Chairman, Scott Houde; Clerk  
Absent: Andrew Crowley  
One committee position open

Called to order at 7:10 pm by Brian Muldoon

- Mail
  - None
- Minutes
  - Outstanding minutes are 12/8/10, 12/16/10, 1/4/11, 1/5/11, and 1/6/11
- Budget Review
  - Bill Daniels and David Bodurtha from the Conservation Commission presented a budget of \$12,399 with a 3% decrease and \$12,164 with a 5% decrease was presented
    - The current budget proposals put the commission in a position it may not be able to do necessary observations.
    - The administrator represents a majority of the current budget (91%). The administrator is necessary for paperwork and site walks during the week. The current administrator has a background with DEP and understands the details of the law. This assists the volunteer members in duties. The administrator's budget line has been level funded for years. To adjust for COLA and other increases in hourly pay the administrator has cut her hours to keep take home pay level. The committee fears that with out any increase in pay for the administrator she will leave her position. Administrator also works for the DPW for storm water drain segment.
    - The administrator is at the top step and can only receive COLA increases. In addition to losing hours to keep the total pay level the administrator was forced to join the town hall union or lose her job. The administrator joined the union and paying dues decreases her pay.
    - Activity for the commission increased with the passage of Chapter 91. Chapter 91 is a state mandate for all great ponds and lakes over 10 acres must be preserved in their natural state and public must have access. This led to requirement of licensing all docks on the ponds in town.
    - The budget in 2006 was \$12,776 which was primarily the administrator. The Conservation Commission was merged in the budget with Planning and Zoning and the combined budgets were cut. ZBA broke form the group in 2008 and for 2012 the Conservation Commission and Planning are splitting again. ConCom's portion is not adequate. There is a sense that ZBA is over budgeted and FinCom will revisit.
    - The ConCom is discussing instituting fees for conservation site walks. The initial discussion is with MACC to charge for administration time and site walks. The current bylaws within the town are basic and need to be amended to allow fees. Any fees generated will go into the general budget. There is also discussion to implement fines for infractions. Town meeting will need to approve any changes to the bylaw allowing fines or fees.
    - Grants that are available to ConCom are for specific projects only.
  - David Bodurtha discussed the budget for Communications Commission which is currently at \$700.
    - No budget has been presented to date but the 3% and 5% cuts will be followed.
    - The cut to the budget will have minimal impact to the committee's work.
    - The budget is aimed for communication of activities independently to the town. Event such as town meetings and elections should be advertised better than what the town currently does.
    - The communication committee may look into purchasing and publishing town meeting rules and regulations to assist newer attendees.
  - Next meeting is 1/12/2011 with Parks department and Finance Committee activity.

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- Motion to adjourn at 8:52pm

Motion	JR
Second	SH
B. Muldoon	Aye
J. Reich	Aye
S. Houde	Aye
A. Crowley	Absent
Vote	3 - 0

Brian Muldoon, Chairman \_\_\_\_\_ Date \_\_\_\_\_

Jesse Reich, Vice Chairman \_\_\_\_\_ Date \_\_\_\_\_

Scott Houde, Clerk \_\_\_\_\_ Date \_\_\_\_\_

Andrew Crowley, Member \_\_\_\_\_ Date \_\_\_\_\_