

Town of Ayer

Finance Committee

Ayer Massachusetts, 01432



Location: Ayer Town Hall, Meeting Room
Finance Committee Minutes

Tuesday January 24, 2012

Present: Brian Muldoon; Chairman, Scott Houde; Vice Chairman, John Kilcommins; Clerk, Michael Pattenden; member
In Attendance: Stephanie Ginter, Marianne Lucht, Paul McGuane, Kathleen O'Conner, Nevel Markham, Deb Pedrazzi

Called to order at 7:13 pm by Brian Muldoon

- Treasurer's Budget
 - SG Led a discussion of her proposed budget.
 - BM-How will the proposed cuts impact the department? What services will be cut if we cut the budget by 1% or 3%?
 - SG-Certain services have to be maintained like the tax title software, financial advisor fee etc.
 - SH-What is the mileage line item for?
 - SG-To attend meetings and go to the bank
 - JK-How often do you meet with the financial advisor?
 - SG-They manage our bonds.
 - SH-The tax title line item is different. It brings in money, how much do you need for FY13?
 - SG-Level funding, \$8K.
 - SH-Is that enough for what is in the pipeline? With the FY12 tax title being late it will hit FY13.
 - SG-Yes.
 - SH-Do you actively contact those in tax title? This could save on the legal fees.
 - SG-No, not actively. Some people have come in. I will be sending letters.
 - SH-Do you know how much is in tax title now?
 - SG-300K? I'm not sure exactly.
 - BM-Nothing we can do on the retirement of debt.
 - SH-The FY13 numbers for principal and interest are pending. Can you get those to us this week?
 - SG-Yes.
 - SG-The FY13 retirement and pension payment is \$1,107,165. We'll save \$25K by paying it on July 1st.
 - BM-The FICA and Medicare is another data driven number. It is lower now that the schools are not included.
 - SG Led a discussion of the Medicare projection.
 - SH-The question is do we need to up this amount? Current trend this year is around \$85K.
 - BM-Will you (SG) follow up with Lisa (Gabree) on the actuals to see if we are skewed this year?
 - SH-Are there any fees you charge?
 - SG-I don't think so.
 - SH-I want to reiterate the point we made at the December 14th meeting. Stay on collections and be proactive with tax title.
 - MP-If I pay my taxes how long will it be until my check is deposited?
 - SG-If you pay downstairs he'll (Tax Collector) write me a check and I'll deposit it.
 - MP-In theory, you could make daily deposits.
 - SG-Not sure, they may deposit daily, you'd need to ask the Tax Collector.
 - SH-Is there any technology we could invest in to help you with your job and efficiency?
 - SG-Not really, I use online banking now.

- Library Budget
 - BM-Can the library pay for the October storm damage?
 - ML-We are spending down the state aid to maintain the library. There is some money left in the building fund that we use for outdoor maintenance.

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- PM-The Town Administrator assured us that there would be money to pay back the library so we used this year's budget to pay for the storm repairs.
- BM-The town will need to complete the paperwork for funding under the state of emergency. This could take a year so we can do a reserve fund transfer to get through.
- SH-All funds would need to be depleted before a reserve fund transfer.
- ML-Our budget is set strictly by certification. There are no changes to salaries. We have to follow state formulas. This is getting more expensive as the building ages.
- JK-What does being certified as a library mean?
- PM-It keeps us as a public library and allows us to apply for grants. It also allows us to stay in the consortium.
- PM-State aid money is to be used for the betterment of the library as per the library board. We also get money for being a net loaner as part of the consortium. If we are decertified we cannot reapply for a minimum of 3 years. We'd have to bring budget up to certification level for 3 years in a row to reapply. There is a waiver. A requirement of the waiver is that all departments have to be cut by the same %.
- SH-What needs to be done to apply for a waiver?
- ML-Paperwork, the deadline is September 15th.
- PM-We wouldn't get a decision until after town meeting.

- Motion to adjourn at 8:55 pm

Motion	SH
Second	JK
B. Muldoon	Aye
S. Houde	Aye
J. Kilcommins	Aye
M. Pattenden	Aye
Vote	4 – 0

Brian Muldoon, Chairman _____ Date _____

Scott Houde, Vice Chairman _____ Date _____

John Kilcommins, Clerk _____ Date _____

Michael Pattenden, Member _____ Date _____