



OFFICE OF THE
Advisory Board
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March 12, 2012 Meeting Minutes

Attending: Harold Simmons, Christine Muir, Dan St Jean, Dana Metzler, Ron Mikol, Joe Dean

Meeting opened at 7:00 p.m.

Prior Meeting Minutes

The five members who attended the meeting on 2/27 approved the minutes from that night.

Transfer Requests

There were no transfer requests to consider tonight.

FY13 Budget Requests

Andy Gould, accountant, confirmed the revenue numbers for FY13 at \$546,300. Dana pointed out several line items in the FY13 requests that he thinks deserve additional consideration.

Governance Committee/DOR Review

Dana attended a meeting on Wednesday in which the Governance Committee appointed by the Selectmen gave the reasoning behind their recommendations related to the Financial Management Review conducted by the Department of Revenue. The committee agreed with 21 of the 22 recommendations from DOR; the only one they felt would not provide a substantial enough return is the creation of a DPW.

Dana noted that the Selectmen were prioritizing the hiring of a Town Manager. Harold asked whether a town meeting vote was required for implementing any of the DOR recommendations, and it was generally agreed that some items might require town meeting vote but others would not.

Emergency Management FY2013 Budget Request

Jon Crandall is the new head of Emergency Management and he presented a budget request of \$4416, which includes \$1416 for a new laptop that he can use solely for EM purposes. The board recommended that Jon check with Danice about whether there is an opportunity to purchase at a discount through the state, or if he has to obtain multiple quotes before selecting one. Jon also noted that the EM department receives a \$3000 grant from the state but that does not appear in his budget; we should know that it takes about \$6000 to run this dept.

GDRSD Stabilization Fund Request

School Committee members Jim Frey and Alison Manugian presented the school district's request to put an article on the town meeting warrant asking for the town to approve the establishment of a Stabilization Fund for the schools. They are not looking to increase the FY13 town assessments to fund the account; the earliest they would request additional funding for this account is FY14. Jim and Alison explained that the account would primarily be used as a way to earmark funds for long-term capital projects such as roof replacement or new buildings.

The concerns presented by the Advisory Board included the fact that this account would then become a line item every year from now on. So there's a long-term commitment and impact. There is also concern that people who contribute to this account in the present (simply by paying their taxes) would not necessarily see any benefit before their children graduate out of the district. We also asked how the assessments for Dunstable and Groton would be calculated, and it is likely that the calculation would be a percentage relationship that mirrors the overall assessment split.

Jim and Alison also informed us that GDRSD does not currently have a capital reserve fund, which would be a reasonable alternative to the stabilization fund. The Nashoba Vocational Technical School went through this process last year and obtained \$100,000 in funding. Alison has been working with Groton Town Manager Mark Haddad on getting this article on the Groton Town Meeting Warrant. The request to Dunstable only has to go before Town Meeting but not on the ballot.

The board moved to continue this meeting tomorrow night, so that Jim Tully could present the Parks & Recreation FY13 budget request.

Parks & Recreation FY13 Budget Request

The Recreation budget remains essentially the same, approximately \$2000 for the portable toilets at Larter Field and the Town Field.

The Parks Dept has requested \$32,286 for FY13. The breakdown is \$17,836 for field maintenance, \$2050 for energy, and \$12,400 for supplies and services.

This is double the amount requested and approved last year, but Dana said it's back to the levels previously held before the economic downturn of the past few years.

We adjourned Tuesday night at 7:35 p.m.

James Blaney
Paul J. Mitchell
Herald R. Amis
Joseph A. Dan
Dana
Christine Mun