



OFFICE OF THE
Advisory Board
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June 1, 2015

Present: Harold Simmons, Ron Mikol, Dana Metzler, Christine Muir
Absent: Pamela Crocker, Amie Stevens
Also attending: Madonna McKenzie, Walter Alterisio, Ken Leva

The meeting opened at 7:07 p.m.

Meeting Minutes

The board members present unanimously approved the meeting minutes of April 13 and 16.

Transfers

The members present unanimously approved a transfer of \$133.28 from the Reserve account to the Town Engineer account. The Town Engineer has been involved in ongoing projects for various municipal boards and we expect more transfers to come. Madonna recommended an increase in this line item for the FY16 budget to account for the additional projects.

Walter advised the board of another transfer to be coming shortly. This transfer is expected to be for \$10,000 to pay Dunstable's portion of the expense of hiring a third-party to review the regional school district agreement for legal compliance as well as overall substance. GDRSD and the Town of Groton are also expecting to contribute \$10,000 to this expense.

The agreement between the two towns began in 1967 and the document has had few changes or reviews. While the district is in full compliance in actions, the wording of the document may need updates to comply with legal requirements. The upcoming review will include deciding what changes need to be made and making recommendations to the parties. Any changes must be approved by town meeting in both towns in order to take effect.

Board Reorganization

We decided to wait to reorganize our board until we had full attendance.

Recommendations on board's role

Madonna offered some suggestions on how the Advisory Board might modify its role and goals during the upcoming year. She said that most Finance Committees review a town's finances all the time, not just during budget season. She suggested becoming more involved in other boards and departments throughout the year, so as to understand what financial requests might be forthcoming. She also recommended involvement in the capital planning process, and suggested creating a five-year financial plan for the town. In addition, Madonna suggested that we consider working with the Town Treasurer to develop plans for the stabilization fund, in terms of how much money goes into the account and how it is spent. She also mentioned policies for investments. Madonna brought examples of what

other towns have in place for reports and policies, and said that sample policies are on the state website.

New Business

Madonna reported that the Highway Department has offered to cover the deficit in Snow & Ice Removal with funds from other line items in their budget, so that the town no longer carries a deficit.

Walter spoke to the issue of the Water Department's ballot question failing to garner enough support to pass at the elections on May 18. The question will be brought to voters again this fall in a special election. When asked why he thought the question failed, he said he didn't think the voters understood that the town is legally required to provide the water system and the question was really one of financing. If the question does not pass, the funding may have to come from the operating budget rather than a 40-year loan with low interest rate.

Two candidates for Town Administrator will be interviewed on Wednesday night. The Board of Selectmen hope to make an offer that night.

We adjourned at 8:15 p.m.

Don J. Metz
Bobby J. Mitchell
Harold K. Quinn
Christine M. Quinn