



TOWN OF HADLEY  
SELECT BOARD  
July 17, 2012  
Meeting Minutes

Meeting convened at 7:00p.m., Room 203, Town Hall. Joint Meeting with School Committee and Finance Committee:

**Present:** Gloria DiFulvio, Chair; Joyce Chunglo, David Moskin, Brian West

**Absent:** Dan Dudkiewicz

**Also in Attendance:** David Nixon (Town Administrator); Peg Jekanowski (Administrative Assistant); Richard Trueswell (TV-5); Robie Grant, Molly Keegan, Linda Dunlavy, Humera Fasihuddin, (School Committee); Glenn Clark, Howard Koski, Frank Aquadro (Finance Committee)

**Discussion of Financial Plan (5-10 Year) for the Town of Hadley**

Gloria DiFulvio started discussion and passed out a pathway (Attachment #1) that was developed regarding things to think about as the group begins to develop a plan.

Molly Keegan updated the status of schools stating that the new Superintendent, Donna Moyer, has started but they are still trying to get budget information from previous years. Getting this information is her number one priority as she needs to have it in order to manage the school budget effectively. At this point she has met with staff, talked with representatives from VADAR, and the operational review from MassBo will be available on August 1<sup>st</sup>. The current plan is to have a finance subcommittee meeting for the school committee sometime after the 1<sup>st</sup> School Committee meeting in August. They will have a better assessment at that time.

David Nixon stated that he has been in touch with the Dept. of Revenue and they are available for a management study in January 2013. This will look at how things are done and will recommend how to improve the ways we do things. Linda Dunlavy spoke with DOR representatives and was told about an excel spreadsheet that is available on the DOR website that shows past budgets and different expenses, and it can be used to forecast going forward. This will be a tool for moving forward, for the entire Town.

Discussion ensued regarding the school budget and the ability of the School Committee/Superintendent's access to prior budget years for analysis. There is a need to isolate numbers; there is not a 5 year history. The School Committee needs to go back and create that-VADAR may be able to assist with the reporting of this.

Chair DiFulvio asked that group what they culled from the reports they have read.

Brian West stated that he sees two sides to expenses, day to day operational (union contract, benefits) and the other side is capital/infrastructure. There is a cost to both sides, and there is not enough money to do everything. Therefore the group will need to prioritize and set goals.

Gloria DiFulvio stated that the first step is to project out what we want; figure out what it would cost, and then figure out if we can do it. The forecasting tool from DOR may help with this. A level service budget for the next 5 years can be looked at in comparison to a level service budget plus additional service, seeing where we end up and what we need to do.

A list of key items was developed as a starting point:

- Fire
- School
- Capital: Buildings / Debt
- Employee Benefits (OPEB)
- Human Resources



TOWN OF HADLEY  
SELECT BOARD  
July 17, 2012  
Meeting Minutes

Humera Fasihuddin asked the committee to consider what need to be taken from the Town's Master Plan that might be relevant.

Next step is to make projections for each item and cost it out, then go "backwards" to see what is doable. (A five year forecast of a level service budget and a five year forecast of enhancements.) Either the school or Fire Department could be reviewed at the next meeting.

Next meeting is scheduled for Wednesday, August 22, 2012 at 6:00 pm.

Meeting adjourned at 7:00 pm.

Respectfully submitted,

Margaret J. Jekanowski  
Administrative Assistant

Approved 08/01/2012