

FINCOM
Meeting Minutes – February 7, 2015

Members Present: Alice, Rudy, Alan, Don, Heidi, John

Not Present: Laura, Bruce, Steve

Others: Tim

Location: Town Hall meeting room

Alice opened the meeting at 8:23AM.

Minutes of the February 4 meeting were reviewed, two corrections noted and approved unanimously.

Public Commentary: None.

Budget Review—Extra Requests: Alice developed a list of all the incremental requests contained in all departments' FY16 budgets. These include \$8,965 for Fire training, \$4,950 for Police thermostat replacements, \$35,000 for Park & Rec field maintenance, and \$20,167 for COA to hire a new outreach coordinator. In addition, she listed \$150,845 of incremental requests throughout the school budget that were not highlighted. Their budget submission did not follow our requested format and these were not evident until their worksheets were reviewed. Alice asked Lorraine to run a report of all external funding the schools have received to help our Committee understand how many of these incremental requests might be funded internally.

Our initial discussion and suggestions on some of these requests follows:

--Park & Rec Field Maintenance- Rudy will ask to review the Diamond Turf bid and to quickly develop a field maintenance needs and priorities spreadsheet similar to the one they developed for beach equipment. We are supportive of their desire to improve field maintenance but we need to see their plan and process to accomplish it. We would urge them to contact other towns to explore what revenue sources fund field maintenance, and consider asking all organizations with user fees to add an incremental amount to fund field maintenance. Could we get a local town company to do some of the work? Could we tap Community Preservation Act funds?

Fire Department Training- We believe their request to purchase a \$3,000 storage shed and \$900 to build props should be a small warrant article. Their training budget is not clear to us as they have requested training for three and the most they have sent in the past was two—could the other training funds requested be covered in their existing budget?

Alice will develop a scoring worksheet for the Committee to use to evaluate all incremental requests.

Planning for The Book: The State of the Town article will be written by Alan and Rudy, Alice will develop the overview section, and Don will write the Spotlight section on our Municipal Buildings and ask Bruce to review and edit. Laura will complete the community comparison chart.

Town Administrator Report: Tim told us town offices will be closed the week of April 13 during the move to their temporary home in the old library. Work has already begun to prepare the library for

April move in. There will be an auction on the Saturday after move out at the Town Hall of old desks, chairs and benches that will not be used.

Finance Director Report: None.

Liaison Reports: None.

Agenda Items for Next Meeting: Planning Board has agreed to attend and explain their warrant article request for a Town Planner. Lorraine will update the FY16 Recap and we will review the incremental requests using the scoring worksheet.

Next Meeting: We will meet at 7:00PM on February 11 in the Town Hall meeting room. The next meeting will be at 8:15AM on February 14 in the Town Hall meeting room.

The meeting adjourned at 10:45AM.

Respectfully submitted,

John W. Seeley, Secretary