

FINCOM  
Meeting Minutes – May 6, 2015

Members Present: Alice, Bruce, Alan, John, Laura, Steve

Not Present: Don, Heidi, Rudy

Others: Tim

Location: Hapgood Room, Old Library

Alice opened the meeting at 7:02PM.

**Minutes:** The last meeting of the Committee was on March 25. Don took the minutes in John's absence. Don was not at tonight's meeting so we'll review those minutes at our next meeting.

**FY2016 Budget Cycle Review:** The Committee discussed this year's process and agreed on the following:

- It was very helpful to get earlier Selectman input and their questions on the budgets.
- The process was more organized and complete reflecting the continued and detailed involvement of Tim and Lorraine from start to finish.
- An unclear decision making process and lack of accountability between Park & Rec and DPW related to town field reservations and maintenance/improvements surfaced. We should follow up with the Selectmen to make sure this interface between committees is improved.

**Key Initiatives for FY2017:** We identified the following improvements we would like to consider during the next budget cycle process:

- We would like to receive the budget submissions and Selectmen's questions sooner than the week before Christmas. This may require earlier budget submission or a shorter Selectmen review schedule.
- We should request an interim year progress review of all warrant articles approved and incremental department spending approved by the Finance Committee. During the budget review process this year we asked Park & Rec to provide us the plan to implement and evaluate the benefits of the \$10,000 field improvement budget, and asked the Selectmen to conduct the DPW audit early in the year so a cost/benefit assessment can be completed prior to approving an audit on another town committee the following year.
- Reconsider a town meals tax as we believe most if not all of our surrounding towns have implemented this tax.
- The search for Lorraine's replacement will be a high priority this year...she will be missed!
- Investigate the CPC restricted use funding and state matching. The percentage is currently 1.1% but it could be revised from 0 to 3% with a required vote at a Town Meeting.
- Identify cost and future energy savings of improved insulation in the Police/Fire Department roof.
- Consider asking the non-profits in town to contribute a portion of the DPW, fire and police departments' budgets. Tim will provide us a list of these tax-exempt organizations.

**Town Administrator Report:** Tim shared that the State FY16 budget was approved by the House, is currently with the Senate, and will likely be finalized by June. Work on the Town Hall has started and the temporary offices in the Old Library are functioning. The Selectmen approved the request to purchase a new Pumper truck as the Fire Chief answered all remaining questions. Tim will share the Chief's report with our Committee.

The final snow removal cost deficit totals more than our Reserve Fund. The State has asked FEMA to approve spending for snow removal that came post the official blizzard and to cover the cost of removing snow from town building roofs. We should have final FEMA decisions and our options to cover the deficit for our next meeting.

**Finance Director Report:** Lorraine did not attend meeting.

**Liaison Reports:** None.

**Next Meeting:** Our next Committee meeting will be on June 3 at 7PM in the Hapgood Room.

The meeting was adjourned at 8:28PM.

Respectfully submitted,

John W. Seeley, Secretary