

Minutes of Finance Committee-Draft

DATE: April 16, 2008

LOCATION: Sanford Hall
Village Street
Medway, MA 02053

PRESENT: Frank Faist, Joy Smith Dahl, Eric Arbeene, Paul Marble, Ned Myers, Jan Fish, Larry Ellsworth, Mark Brown, Phyllis Cerel, Phil Giangarra

ABSENT: Robert Kenney

GUESTS: Suzanne Kennedy, Dennis Crowley, Barbara Durand, Andy Espinosa, John Foresto

PURPOSE: Continued discussion/voting on FY 2009 Budget

Frank Faist called the Finance Committee (Fin Com) meeting to order at 7:04pm.

FinCom Budget Review

Larry Ellsworth presented and FinCom reviewed the attached spreadsheets. Page 1 is through the month of March and page 2 is updated through April 16, 2008. There was a payroll reconciliation change this month. FinCom has spent \$23,009.94 YTD.

Warrant Book for Annual Town Meeting

Frank Faist gave an update on this process and the final cost of \$2,600 for everything involving the printer. Frank is confused as to the cost of \$1,600-\$1,700 for postage and will clarify but believes we should be under budget. Frank is confused at the increase in this expense from last year as this years warrant articles make this years document more lengthy.

Frank continues to have questions regarding the bulk rate and the permit that the PO has explained is issued to the Town of Medway and has been renewed this year at a cost of \$175.00. The #29 is the Town's permit number but the PO has no record of who paid the \$175.00 and why there is a balance of unused postage of \$40.00 at this time.

Salary Line

Joy questioned if it is possible to transfer salary to expenses. And it was clarified that it can be if salary line falls short.

Articles that still have not been voted on

Article 2

Omnibus Budget

Motion by Phil to approve the Omnibus budget, Article 2, second by Jan; Discussion: Phil asked if there were any changes last week, those changes were explained to Phil; all in favor, motion carries.

Article 11

It has been recommended by Mark Cerel that "To be Determined on Town Meeting Floor" be added as the FinCom recommendation. A specific motion will be made with specific amounts. This is for discussion purposes. Prior to Town meeting at 6pm the numbers will be available and will be voted on before Annual Town Meeting. Frank will add this line to the Article for the Town Meeting Warrant book.

Article 12 Revolving Fund for the Library

Motion by Phyllis to approve Article 12, second by Larry; Discussion: Is this an existing fund? Yes it is. All in favor, motion carries.

Article 13

Motion by Larry to approved Article 13, second by Phyllis; no discussion, all in favor, motion carries.

Article 14

Motion by Ned to approve Article 14, second by Larry; no discussion, all in favor, motion carries.

Article 15 Renovate the Middle School

The school is not ready to move on this article and will recommend dismissal of this article. The moderator will ask if there is a positive motion from the school department. Frank recommends that this motion be dismissed now, as there are not enough information to act on it now. It was mentioned that the school would need to prepare a cost analysis and plan, which they are not ready to do at this point. **Motion by Ned to dismiss, second by Paul; no discussion, all in favor, motion carries.**

FinCom Action Items

A discussion took place regarding outstanding action items. It was agreed that going forward the Secretary would keep a list of action items and review monthly for follow-up/completion. The secretary will go back through minutes and add items to the list.

FinCom Meeting Minutes

Minutes were read and changes presented. Not all members had read the minutes. The secretary will go through, make changes and email to FinCom again. Final approval on Meeting minutes of Feb 13, Mar 12, Mar 15, Mar 19, Mar 26, Apr 2, Apr 3, Apr 5 will be voted on at a future meeting.

Secretary Time Sheets

Motion by Joy to accept and pay the secretary for 54 hours in the amount of \$676.08, second by Larry. Discussion: Can money be moved, as there is only \$195.00 in the expense column. Barbara explained the bottom line is FinCom money and may be moved accordingly. All in favor, motion carries.

ETR for police detail-prior year debt-outstanding ETR

Barbara requested to table this item. This may be a Special Town Meeting Article.

Budget presentation/discussion: Suzanne Kennedy and Dennis Crowley

Suzanne explained that the Selectmen met and all agreed to work with the FinCom and vote unanimously on the requested changes. The Selectmen would like the Warrant book to show one column BOS and one column FinCom and have the column's mirror each other. The intent is to have the two columns identical with the idea that this will show due diligence and collaboration between the two boards.

Library

Dennis wanted to clarify and make sure that FinCom's understanding of the \$22,000 that was given to the library would mean that the Medway Library would be able to be re-certified in 2010. Jan's understanding would be that the \$22,000 would allow the library to open 32 hours to help with the re-certification process. Dennis said he is guardedly optimistic and he would expect that the library would be re-certified in 2010. Joy's interpretation was that it is not a guarantee but a high

possibility of being re-certified in 2010. Ned asked if the Town is going to pursue the legislative option like the Town of Randolph. Dennis explained that Glenn Trindade has been having a dialog with Rep. Vallee's office on this issue. Dennis believes it is doubtful for 2009 but possible for 2010.

Warrant

Suzanne explained that the Selectmen voted to open and then close the warrant to add an article requesting the COA revolving account authorization for FY09.

Revolving fund article for COA

Suzanne explained that she and Barbara mistakenly felt this attached article could be a Special Town Meeting article. Their liaison explained it could only be re-authorized as an account for Annual Town Meeting. There was a warrant adopted today for this article to continue.

Joy asked since it says Norfolk Commuter Rail does this prohibit service to Franklin? Dennis explained that it says or any other transportation services.

Motion by Ned to approve, second by Larry; Discussion: Frank will put this as Article #30, all in favor, motion carries. Suzanne advised Frank he could send the final recommendation of the warrant to her after it was updated.

Article 9-Barbara Durand

FinCom did not vote on Free Cash in Article 9. At the time CIPC didn't have the Oil tank removal listed. Suzanne is meeting with Dr. Grandmont and he will give her a copy of the total project expense bill of \$72,332.00. There is a grant to cover 50% of eligible expenditures, \$36,000 expense would be the balance paid from Free Cash. Question was asked if it is a regular act to take money out of Free Cash to pay old bills. It was a warrant article in 2007. The project began in FY 2008. The initial cost was approximately \$50,000.00 but finding the tank made for the increase in cost. All expenses associated have been submitted and to Suzanne's knowledge and there are no other costs associated going forward.

Joy clarified that we are only reimbursing \$36,000 to the school. If the school does not obtain enough grant money to cover the entire balance, they will have to make up the difference on their own.

Motion by Larry to revoke Article 9 with the changes, second by Phyllis; Ned abstained; all in favor, motion carries.

Free Cash Analysis-Barbara Durand

There will be an Article at a future Special Town Meeting (STM) to move \$192,000 to Snow and Ice and Article 9 in the ATM that was just approved \$86,000 will be presented. The remaining free cash is \$246,934.00 which is right in the ball park of the \$250,000 that Barbara recommended to be "reserved" to fall to FY10 Free Cash.

Joy asked if the entire \$923,000 of FY08 Free Cash allocated during the January STM was in the regular Stabilization or if some was allocated to the Storm Stabilization. Barbara explained at STM \$923,000 went into undesignated/main stabilization fund only.

All articles have been approved.

Motion to adjourn at 8:10pm by Ned, second by Larry; no discussion, all in favor, motion carries. Next meeting Wednesday May 14, 2008 Sanford Hall

Respectfully submitted,
Wendy Harrington
Finance Committee Secretary