

**Financial Management Planning Committee Meeting
REGULAR SESSION
Minutes**

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MILLBURY, MASS.

Date: May 9, 2013

Present: Mr. Brian Turbitt, Mr. Kevin Plante, Mrs. Michelle DeSorcy, Mr. Bernie Plante (4:55PM), and Mr. Richard Bedard

Absent: Mr. Rob McNeil

Time: 4:30PM

Location: Millbury Town Hall Board of Health Office

Call to Order:

Mr. Turbitt called the meeting to order at 4:35PM.

Mr. Turbitt asked for a motion to accept the Financial Management Planning Committee minutes from March 28, 2013.

It was decided to hold the acceptance of the minutes to later in the meeting because Mr. K. Plante and Mrs. M. DeSorcy were not in attendance on March 28, 2013. The FMPC decided to wait until Mr. B. Plante arrived at the meeting.

Mr. Bedard handed out copies of Form A and Form B for the Millbury School Department's Capital Request submission. He stated that the Form A's and Form B's were reviewed and approved at the April 24, 2013 Regular School Committee meeting. The school department Capital Requests came from a Capital Improvement Listing that the school department has used in the past. Mr. Bedard stated he reviewed the Capital Improvement Listing with the school administrators to determine which items are capital related. The capital type projects or purchases were included on the Form A and B's.

Mr. Turbitt stated that he needs to have all the work of the FMPC completed by the end of September so that he can submit it to the Town Manager.

Mr. B. Plante joined the meeting at 4:55PM.

Mr. Turbitt asked for a motion to accept the Financial Management Planning Committee minutes from March 28, 2013.

Mr. Bedard made a motion to accept, Mr. B. Plante seconded the motion. Approved 3-0-2 (Mr. K. Plante and Mrs. M. DeSorcy abstained)

There was a general discussion about the town indebtedness. Mr. Turbitt reviewed when certain town projects would be completely paid in full. He also stated that, although it is important information to gather, the amount of the all the town department capital

requests will be staggering. Mr. Bedard and others stated that it became quite clear from reviewing the capital requests that the department heads spent a lot of time reviewing their long term needs.

Mr. Turbitt asked committee members about the schedule of meetings with department heads to review their requests to the FMPC. He suggested that the larger departments, such as the DPW and school department could take up one meeting, while the other departments could be grouped two per meeting. It was decided that Mr. Turbitt will contact the department heads and set up the schedule. He asked committee members to keep Thursday's available starting on May 23, 2013 from 4:30PM to 6:30PM.

Mr. Bedard and Mr. K. Plante thought it might be helpful if Mrs. Hitchcock attends the FMPC meeting pertaining to the School Department. Mr. Bedard will contact Mrs. Hitchcock once Mr. Turbitt develops the schedule.

The next meeting will be Thursday, May 23, 2013 at 4:30PM.
All agreed to the meeting schedule.

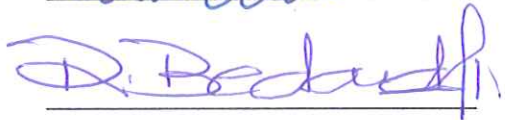
Mr. Turbitt asked for a motion to adjourn the meeting at 5:24PM. Mr. B. Plante made the motion to adjourn, seconded by Mr. K. Plante. All in favor (5-0).

Respectfully submitted,
Richard G. Bedard, Jr.
Financial Management Planning Committee Clerk

Approved:







Items in Packet: Forms A, B and C for Millbury Public Schools