

Finance Committee Meeting

November 16, 2011 7:30 PM
Veterans Memorial Building, Room 229
900 Main Street
Millis, MA 02054

In Attendance:

Chris Smith, Chairman
Peter Jurmain
Rick Manburg
Richard Molloy
Jim Smith
Susan Vecchi
Doug Riley
David Baker

Chris Smith called the meeting to order at 7:32 PM.

Payment Approval:

To approve payment to Community Newspaper for advertising of Pre-Town Meeting and the Annual Fall Town Meeting.

Peter Jurmain made a motion to pay Community Newspaper \$58.29; Rich Molloy seconded. Vote: 7/0, motion carries.

Reorganization and Nominations:

Chris Smith:

The plan for next year is as follows:

- (1) For the Annual Town Report: each individual assigned an article will be responsible for writing a short paragraph outlining the article details.
- (2) Review revenue projections closely.
- (3) The Strategic Budget Planning Committee will no longer meet. The plan is to make a sub-committee of the Finance Committee to look at the FY13 budgets.
- (4) Members of the Finance Committee will take a road trip around town to assess properties, etc.
- (5) The town turned back approximately \$600,000.00 in FY11 – the committee will analyze what areas of the operating budget may be over budgeted.

Susan Vecchi made a motion to nominate Chris Smith as Chairman; Rich Molloy seconded. Vote: 7/0, motion carries.

Susan Vecchi made a motion to nominate Craig Schultze as Vice Chairman; Jim Smith seconded. Vote: 7/0, motion carries.

Susan Vecchi made a motion to nominate Rich Molloy as Clerk; Jim Smith seconded. Vote: 7/0, motion carries.

Millis Schools: FY11 Recast Budget and FY12 Q1 Budget Update:

Dave Baker:

The FY12 budget is \$11,731,343.00. Some line item costs come in earlier in the fiscal year. There are no concerns at this time about the FY12 budget.

The FY11 budget was \$11,201,538.00. The actual amount spent was \$11,176,538.00. \$25,000.00 was returned to the General Fund from heat savings.

FY11 Inter-Function Transfers:

High School Salaries - \$71,282.00 deficit due to moving teacher salary from the Choice Budget to the HS Budget. The deficit was offset with savings in Subs, Custodian, Speech Assistants and Van Drivers Salaries.

Elementary Expenses - \$61,235.00 deficit due to the purchase of ELA materials. The deficit was offset with \$50,000.00 savings in Utilities, \$9,064.00 District Salary savings and \$2,171.00 Ed Reform savings.

Middle School Expenses - \$3,972.00 deficit in supplies. The deficit was offset with \$3,897.00 from Middle School Salary savings and \$75.00 in District Salary savings.

Technology/Comp – \$37,623.00 deficit in Server Virtualization, Software and Licensing Fees. The deficit was offset with \$22,584.00 from Central Office Expense savings, \$476.00 Student Activities Salary savings, \$636.00 High School Expense savings and \$13,927.00 in Other Expense savings.

Student Activities - \$8,597.00 deficit in Athletic Equipment. The deficit was offset with \$8,597.00 from Staff Tuitions/Professional Development savings.

Special Education - \$76,900.00 deficit due to Out of District Tuitions costs, Contracted Therapies and SPED Van Maintenance Expense. The deficit was offset with \$1,919.00 from Staff Tuitions/Professional Development savings, \$31,556.00 Pupil Personnel savings, \$412.00 Medical Supplies savings, \$13,276.00 District Savings, \$9,051.00 Clyde Brown Salaries savings, \$20,686.00 Utilities savings.

Transportation - \$6,095.00 deficit due to Bus Maintenance. The deficit was offset with \$2,916.00 Building Maintenance savings and \$3,179.00 in Utility savings.

The school's administrative staff's contract is ending this year. User fees from sports programs have increased resulting in the restoration of freshman sports for the winter and spring.

The school has purchased a 4 wheel drive pickup truck with a plow. Facility rental fees, a revolving account, which have accumulated over the past few years, will be used to purchase the truck. The Transportation Director has disposed of the old vehicles for scrap metal.

SPED Vehicle Revenue is made up of (1) Federal IDA Grants and (2) Circuit Breaker Payments.

Dave will provide details of the SPED vehicle revenues from fees for student pickups in surrounding towns.

Upcoming Meeting Schedule:

December 7, 2011 7:30 PM
Veterans Memorial Building, Room 229

December 14, 2011 7:30 PM
Veterans Memorial Building, Room 229

December 21, 2011 7:30 PM
Veterans Memorial Building, Room 229

Minutes Approval:

Susan Vecchi made a motion to accept the November 7, 2011 meeting minutes as written, Rich Molloy seconded. Vote: 7/0 motion carries.

Adjourn:

Susan Vecchi made a motion to adjourn the meeting at 8:32 PM; Peter Jurmain seconded, Vote 7/0.

Respectfully submitted,
Deirdre Gilmore