



APPROPRIATIONS COMMITTEE

MEETING MINUTES

Thursday, October 28, 2010

7:30 p.m.

Selectmen's Meeting Room

Present: Chairman, Elaine Kelly
Rick Nieber
Dan McInnis
Bob D'Amico
Tony Poteete
Janice Hight

Also Present: John W. Coderre, Town Administrator

The meeting was called to order at 7:30 p.m.

Election of Officers

Elaine Kelly took up the Election of Officers.

The Town Administrator took over the meeting for purposes of election of the Chair.

Rick Nieber nominated Elaine Kelly for Chair; Janice Hight seconded the motion; the motion was approved unanimously.

The Town Administrator turned the meeting over to the Chair to complete the nomination for Vice-Chair.

Janice Hight nominated Rick Nieber for Vice-Chair; Dan McInnis seconded the motion; the motion was approved unanimously.

Approval of minutes

Janice Hight moved to approve the minutes of June 14, 2010; Rick Nieber seconded; all members voted in favor.

GFOA Distinguished Budget Award Program Submission

John Coderre was very pleased to announce that Northborough's FY2011 Budget received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award. This award is the highest honor a public budget can receive. This had been a major undertaking of the Financial Team over the past two budget cycles. It reflects the commitment of the Selectmen, Appropriations Committee, Financial Planning Committee and staff to meeting the highest principles and best practices of governmental

budgeting. Although we received advance notice of the award, the official plaque and presentation will follow so he would like to wait until we receive the plaque and arrange for the GFOA Regional Representative to make an appropriate presentation at an upcoming Selectmen's meeting.

Discussion of new Free Cash Policy

The Town Administrator discussed the new proposed Free Cash Policy. The proposed policy represents a conservative spending approach that serves as a planning guide by identifying appropriate uses of Free Cash. If adopted, the policy would result in the development of an annual Free Cash Plan for use during the budget process. As with most aspects of our capital and operating budgets, the final use of Free Cash would, of course, remain subject to Town Meeting approval and appropriation. After his presentation to the Committee, it was recommended that discussion be continued to the next meeting. If approved, it will next be brought forward to the Selectmen in November for review and possible adoption.

Resignation of Committee Appointee to the Financial Planning Committee

The resignation of Chris Kowal from the Financial Planning Committee was accepted. The vacancy will be advertised.

Next Meeting Date and Committee Meeting Schedule

Next meeting is November 4, 2010.

Adjournment

8:45 p.m. - meeting was adjourned.