



APPROPRIATIONS COMMITTEE

MEETING MINUTES

Thursday, March 16, 2016

Selectmen's Meeting Room

7:00 pm

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

Also present: John Coderre, Town Administrator
Ernest Houle, Superintendent, Assabet Valley Technical High School
Kristopher Luoto, Director of Business Operations
Kelly Burke, Director, Senior Center
Adrienne Cost, Chair, Council on Aging
Christopher Lindquist, Director, Library
Lara Helwig, Chair, Library Board of Trustees and other members of the Board

The meeting was called to order at 7:00 pm by Ms. Kelly.

APPROVAL OF MEETING MINUTES

Mr. Nieber moved approval of the March 3, 2016 minutes, Ms. Hight seconded. Mr. Poteete amended the minutes to reflect that the Fire Department training room is being removed from public service due to bunk house space needs. The Fire Chief will move the weight room equipment down into the training room to free up space in firefighter bunk room. Motion approved unanimously as amended.

PRESENTATION: ASSABET VALLEY TECHNICAL HIGH SCHOOL

Superintendent Ernie Houle and Director of Business Operations Kris Luoto presented the FY2017 Assabet budget. Assabet is a vocational school composed of the member communities of Berlin, Hudson, Holden, Marlborough, Maynard, Northborough, Southborough and Westborough. Northborough's assessment is based upon the number of students from the Town attending the school. The total FY2017 budget is \$19,610,000 which is a \$565,001 increase or 2.97%. The Superintendent indicated it is a level service budget with no staffing increase.

With the completion of the renovation project Northborough's share of the debt service in FY2017 will be \$192,135. As of October 1, 2015, forty-five Northborough students attend Assabet Valley, which represents 5.93% of the FY2017 Assabet budget, or an operating assessment of \$688,313. This is an enrollment decrease of 13 from the 58 Northborough students that attended Assabet Valley last year. The total FY2017 assessment, including the \$192,135 in debt service, is \$880,448. This represents a \$2,989 decrease from FY2016.

PRESENTATION: SENIOR CENTER – KELLY BURKE, SENIOR CENTER DIRECTOR

Kelly Burke presented her FY2017 budget. Overall, the FY2017 Senior Center Budget is up 0.56%, or \$1,406. The departmental budget as presented does not include wage increases for Union or Non-Union personnel, which have been budgeted centrally pending successful contract negotiations. As in FY2016, \$18,417 will be expended directly from the Senior Center’s program revolving fund to supplement the contractual services line which is used to pay for the cleaning of the building. This amount may be modified slightly upon final budget approval. There are no significant changes for the FY2017 Senior Center budget.

Ms. Burke when on to highlight some statistics for the Center. On an average Thursday in February, 140 patrons walked through the door of the Senior Center. Since the Bistro opening in 2010, the Bistro has served 34,463 meals. Annual revenues for the Bistro has risen from \$10,350 in FY11 to \$50,263 in FY15 based upon the Bistro being open 22 hours per month. Over 25 fee-based classes are offered per week with an additional 20 offered for free. Class participants range in age from the 50’s to the 90’s. With the aging population on the rise, Ms. Burke anticipates that usage will only increase.

PRESENTATION: LIBRARY – CHRISTOPHER LINDQUIST, LIBRARY DIRECTOR

Overall, the FY2017 Library Budget is up 2.59%, or \$19,186. The departmental budget as presented does not include wage increases for Union or Non-Union personnel, which have been budgeted centrally pending successful contract negotiations. As part of the FY2017 budget a new 19 hour per week Library Assistant was added, along with a new 8 hour per week Library Page. As an off-set to the cost of the new part-time staff, reductions were made to the budget for temporary substitutes. The new, permanent part-time positions will enhance service continuity and coverage at the Library. An additional \$3,310 was also added to the books, supplies and non-print media budgets to keep the materials budget in line with State requirements.

Library Director Christopher Lindquist provided a handout that detailed usage trends and circulation statistics. Overall total items borrowed is down from 224,073 in FY2012 to 207,940 in FY2015; however demand for meeting space is up.

NEXT MEETING DATE AND COMMITTEE MEETING SCHEDULE

The Committee meets next on Thursday, March 24, 2016 at 7:00 p.m.

ANY OTHER BUSINESS TO COME BEFORE THE COMMITTEE

ADJOURNMENT

Ms. Hight moved to adjourn; Mr. Nieber seconded; motion was unanimous.
8:45 pm – adjourned.

Respectfully submitted,

John W. Coderre

John Coderre, Town Administrator

Documents used during meeting:

1. March 16, 2016 Meeting Notice
2. March 3, 2016 Meeting Minutes
3. Assabet Valley Technical High School Department Budget
4. Senior Center Budget
5. Library Budget