

**TOWN OF NORWELL – ADVISORY BOARD
MEETING MINUTES
Tuesday, November 30, 2010**

The Advisory Board was called to order by Chairman Ellen Allen at 7:30 p.m. Present were: Ellen Allen, Ralph Gordon, Tim Greene, Mary Ellen Coffey, Ralph Rivkind, Peter Shea, Skip Joseph, Jason Brown, Gary Thomas and Town Administrator James Boudreau.

Acceptance of Minutes

MOTION: Ellen Allen moved that the Board accept the minutes for the November 18, 2010 meeting. Seconded and UNANIMOUSLY PASSED.

Ellen Allen announced and welcomed the newest member Skip Joseph. Skip has been on the Advisory Board in the past.

Transfer Requests – None

Bills – None

Correspondence/Notices – None

Old Business

Budget Discussions – Jim stated that the numbers are very soft, with the cherry sheet showing a 10% reduction in revenue. Other significant differences include an increase of \$75,000 for retired teachers' health insurance. The expenditure side of Cherry Sheet has a total projected decrease of approx. \$500,000 for 2011. Local receipts for motor vehicle excise are holding. Investment income fees and rentals continue to lag with an estimate of \$100,000 decrease in local revenues. Last year \$500,000 was used from Overlay Surplus and \$364,506 in free cash for article 2. The only hard number is for Prop 2 ½ which would bring an increase of \$737,607. The model Jim is using is based on his conversation with Don Beaudette, which includes a 7.5% increase for the schools (approximately \$1.4 million). Health Insurance is up \$560,000, Public Safety is up \$125,000, Public Works up \$125,000 with \$75,000 for snow and ice request and the Library request is up \$42,000.

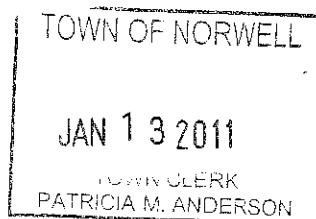
AB Member Gary Thomas arrived.

New Business

School Committee Hearing

The purpose of the School Committee Hearing is to get a look at the School's preliminary budget. Present were school committee members: Kiersten Warendorf, Amy Koch, Brian Noble and Mary Lou O'Leary, Superintendent Don Beaudette, and newly appointed part-time Assistant Superintendent Matt Keegan. Kiersten updated the Advisory Board on what has taken place:

Don will be retiring within 3 years. High School Principal Matt Keegan has been appointed Assistant Superintendent and Matt will be working in both capacities. Matt will be at most of the Budget Meetings. Kiersten wanted to make everyone aware that at the end of last year, the Schools had money left that was originally allocated for the Drainage of the Athletic Fields and gave \$11,500 back to Free Cash. Don gave a quick summary of FY11: including \$513K Budget increase, education jobs money received in August, technology article, regulation reporting requirements and preliminary budget estimates.



Don discussed the current budget. Special Education Tuition is being projected at \$143,442 more than FY10. The Circuit Breaker reimbursement was better than thought, projected at 38% and receiving 40%. In the past week, three maternity leaves were granted which means we pay for sick leave and the replacements. We had a settlement that was not budgeted. Summer school program did not take in the revenues that we anticipated and expenses were higher.

Don explained the personnel reductions. The Schools eliminated a number of positions, including classroom teachers and other positions. Don explained how the Federal Jobs money is being used to restore some of what was lost. Total Federal Jobs money of \$226,269 will be spent over two years. Still missing is an English teacher, English coordinator and Elementary Principal. John Ferris was named the Business Manager for the Hingham School System so his position will not be filled. The newly appointed part-time Asst. Superintendent's duties will include those formerly performed by the Director of Finance, Operations, and Facilities.

Don went on to explain that a few years ago a technology committee was formed consisting of technology professionals from Norwell. This committee came up with a plan that \$400,000 should be funded annually to keep the technology at the schools current. The schools have not funded at this level. Last year's Advisory Board's request was \$145,000 and was adjusted down to \$84,000. Don explained the infrastructure upgrades and wireless project is less than originally requested. Smart Boards are in all Regular Classrooms in grades 3-8 and in some of the High School classrooms.

Kiersten and Don explained the needs for FY'12 as follows: \$687,000 – increase in instructional budget, \$100,000 – loss of federal stimulus money tuition, \$ 30,000 – loss of special education for RTI tutors, \$13,000 – South Shore Collaborative tuition credits and the Bus Contract is up next.

Ellen explained that there are Capital needs on the town side as well, including: Police Station, Town Hall Building, Library, will need a new Fire Engine in a few years, OPEB and technology.

Rick stated that there has been no discussion of an override on the Town Side.

Two Handouts to the Advisory Board:

- Best Practices Study Results for the Town of Ipswich
- Debt Schedule – Capital Budget

Tim Greene will also handle the Salt Study Committee as he is assigned to Water and Highway Departments.

Ellen suggested December 14, 2010 for posting the next AB Meeting.

Public Comments – None

Adjourn – Motion was made to Adjourn at 9:30 PM. Seconded and UNANIMOUSLY PASSED.

Next Meeting – December 9, 2010

Approval by the Advisory Board in session this 11th day of January, 2010.

Ellen H. Allen

Ellen Allen, Chairman

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