

TOWN OF PRINCETON MA  
Princeton Advisory Committee  
Meeting Minutes  
October 17, 2018

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**AC members in attendance:** Bill Lawton, Mary Jo Wojtusik, Wayne Adams, George Handy, Judy Dino, Krista Penning

**AC members absent:** none

**Advisory Committee (AC) Agenda**

- Approve previous minutes
- Review/vote on Holden drafted WRSD Budget Letter, forwarded TA 9/27
- Discuss attendance at WRSD 5 town budget meeting, Thursday, 11/5, 6:30PM
- Next AC Meeting
- New/Old Business

**Meeting Minutes**

**Meeting Started at 7:00PM**

**Agenda modifications**

- SB meeting - first order - review WRSD budget guidance letter from Holden SB/ 5 towns
- Joint meeting with SB to discuss an improved budget process
- 3 suggested SB/TA projects – who on AC is going to work on them
- MMA workshop, WRSD meeting
- Approve minutes
- Recommendations for open AC position

**SB meeting - first order - review WRSD budget guidance letter from Holden SB / 5 towns**

Each item in the letter was considered separately by the AC, to either support or not support.

- 1 Request WRSD for a more detailed line item budget to provide more granularity.  
During discussion it was mentioned that WRSD provides additional information if they are asked for more detail, and current WRSD already creates a detailed budget. Consideration was also discussed that if Princeton asked for a more detailed budget, would Princeton do the same with its own operating budget.  
Rejected: 2-Y, 4-N, 0-A
- 2 Request WRSD to create an OPEB plan of funding  
Approved: 6-Y, 0-N, 0-A
- 3 Request WRSD to create an ongoing 5-year capital plan  
Approved: 6-Y, 0-N, 0-A
- 4 Request WRSD for a 5-year outlook on education goals with cost projections per goal. WRSD is just completing its last year of a 5 year goal cycle.  
Approved: 6-Y, 0-N, 0-A
- 5 Request WRSD FY2020 budget to not to exceed 3.5% total growth over FY19  
During discussion, Mary Jo and Judy, who attended the meeting in Holden that initiated the letter,

did not recall discussion as to how 3.5% was the number presented other than it was more than inflation but less than 5% and a number that was generally thought to be reasonable based on previous requests. The 3.5% increase was not tied to any particular educational goal.

The AC recognizes that large percentage of the school budget is fixed by the state.

There was concern with setting a limit on a potential without knowing the district's educational goals.

Rejected: 1-Y, 5-N, 0-A

The opinion of the AC regarding the letter was given to the SB who were meeting at the same time. TA to combine SB and TA voting results and provide back to Holden.

### **3 SB/TA projects - who on the AC is going to work on them**

The 3 projects are (1) create a town Financial Policy, (2) create a yearly Budget Calendar, and (3) review current Insurance policies, coverage, and agencies.

At the meeting on September 20, the AC unanimously agreed that they would support the 3 projects. There was limited discussion on the 3 projects at this meeting. This topic is to be discussed in future meetings.

### **MMA workshop, WRSD meeting**

Mary Jo is going to attend the MMA workshop on November 3 (Devens Common). Judy is undecided.

Wayne and Krista are going to attend the WRSD meeting on November 8<sup>th</sup> (6:30 Holden Senior Center).

**Minutes:** Approve 9/20/2018 AC meeting minutes, approved 5-Y, 0-N, 0-A

### **Recommendations for open position**

No recommendations for open position were put forward. Any suggestions can be sent directly to TA.

### **AC adjourned at 7:50 PM**

### **Upcoming AC meetings**

- Joint meeting with SB on October 24<sup>th</sup> to discuss FY20 Budget Process/Guidelines
- Regular meeting schedule: 7 Nov, 14 Nov, 28 Nov at 6:00 pm

### **Reference Documents:**

- Draft letter from 5 town WRSD budget guidance drafted by Holden SB
- TA Summary SB requests of the AC for revised budget process participation and 3 projects
- MMA Fincom Workshop Flyer
- WRSD invitation to 5 town SB/AC/FC to attend Nov 11 FY2020 budget discussion

Minutes recorded by Mary Jo Wojtusik, AC Member