

Minutes
STOW FINANCE COMMITTEE
February 13, 2007
Town Building

Call to Order

Charles Kern called the meeting to order at 7:31 pm. Present were, Pamela Glauner, James Salvie, David Walrath, and Elizabeth Tobey, Secretary.

Joseph Hogan arrived at 8:15 PM

Guest Susan McLaughlin arrived at 7:45 PM

Correspondence

- Memo from the Accountant regarding the holiday pay schedule.
- Association of Town Finance Committee news letter for February 2007
- The Beacon Newsletter for February 2007
- Notice of vacancy for a Finance Committee Associate member
- Community guide to local resources 2007
- Council on Aging newsletter for February 2007
- Memo from the Board of Health regarding CRT collection day.

Approval of Minutes

Pamela Glauner moved to approve January 23, 2007 minutes as amended. James Salvie seconded the motion.

The motion carried unanimously – (Kern, Glauner, Salvie and Walrath)

Review of Reserve Fund Transfer Requests

Engineering services for the appraisal of the "Snow" property

The transfer request is for the engineering services for the appraisal of the "Snow" property (Bolton Rd) as a result of the Selectmen's desire to purchase the property in response to a land banking RFP appropriation.

The Land Banking initiative and RFP process began in the current fiscal year and were not budgeted.

Pamela Glauner moved to approve the reserve fund transfer request in the amount of \$4,500.00, for payment of engineering services for the appraisal of the "Snow" property. David Walrath seconded the motion.

The motion carried unanimously – (Kern, Glauner, Salvie and Walrath)

Susan McLaughlin exited the meeting at 8:15 PM

Review of the Budget Review Procedures

There was a review of the schedule for meeting with the different departments. It was decided that there would be 20 minute meetings with 10 minutes between each.

- 3/6 Police, Treasurer/Collector and Highway
- 3/20 Fire and Planning Board
- 3/27 Joint with Capital Planning and School Building Task Force
- 3/13 Review budgets after Joint Boards Meeting

Liaison Reports

Nashoba Regional – Pam passed out copies of the Nashoba Regional draft of the school budget, and the Executive Summary on Nashoba Regional School District, net finance section.

Pam stated that the School Committee has not begun to debate their thoughts as of yet.

Other Business

There was no other business at this time.

Future Meetings

February 27, 2007 (Joint Boards with Selectmen, Town Budget and Nashoba)

March 6, 2007 (meet with Highway, Police and Treasurer)

March 13, 2007 (Joint Boards with Selectmen, Minuteman presentation)

March 20, 2007 (meet with Fire, Planning and CPC)

March 27, 2007 (Joint Boards with Selectmen, Capital Planning and SBTF)

April 3, 2007

April 5, 2007 (Public Hearing followed by Finance Committee meeting)

April 10, 2007

April 24, 2007

May 1, 2007

May 7, 2007 (Pre-Town Meeting, Annual Town Meeting)

Adjournment

A motion to adjourn was made by James Salvie at 8:46 pm. David Walrath seconded the motion.

The motion carried unanimously — (Kern, Walrath, Salvie and Glauner)

Respectfully submitted,

Elizabeth A. Tobey,
Secretary