

Minutes  
**STOW FINANCE COMMITTEE**  
June 12, 2007  
7:30 PM  
Town Building

**Call to Order**

Charles Kern called the meeting to order at 7:40 pm. Present were, James Salvie, Pamela Glauner, Gary Bernklow, Henry Hagopian, Anthony Parrinello and Elizabeth Tobey, Secretary.

**Correspondence**

- Memo from the Town Accountant regarding the payroll schedules
- Counsel on Aging Newsletter for June 2007.
- Memo from the Town Accountant regarding holiday pay
- Memo from Ed Newman regarding the Finance Committee appointments
- The Beacon Newsletter for May 2007
- Letter regarding the final option and operating expenses for Minuteman High School

**Swearing in of new FinCom Members**

Linda Hathaway performed the swearing in of James Salvie, Henry Hagopian and Gary Bernklow.

**Discussion of FinCom Representative to Capital Planning**

The members had a brief discussion and then a vote for the representatives for Capital Planning.

Pamela Glauner moved to recommend Jim Medeiros to be appointed as the Representative to Capital Planning for the Finance Committee. James Salvie Seconded the motion.

The vote did not carry   2 for (Glauner and Salvie)  
  2 against (Kern and Hagopian)

Henry Hagopian moved to recommend Ross Perry to be appointed as the Representative to Capital Planning for the Finance Committee. Charles Kern seconded the motion.

The vote did not carry   2 for (Kern and Hagopian)  
  2 against (Glauner and Salvie)

Charles Kern moved to table the vote until the next meeting. James Salvie seconded the motion. The vote carried unanimously (Kern, Glauner, Hagopian and Salvie)

**Approval of Minutes**

Henry Hagopian moved to approve May 1, 2007 minutes as amended. James Salvie seconded the motion.

The motion carried unanimously (Kern, Hagopian, Glauner and Salvie)

James Salvie moved to approve May 8 and 9, 2007 minutes as amended. Henry Hagopian seconded the motion.

The motion carried unanimously (Kern, Hagopian, Glauner and Salvie)

**Reserve Fund Transfer Requests**

Counsel on Aging – Full time Van Driver - \$665.28

The expenditure is extraordinary and/or unforeseen due to the Full time van driver being out on sick Leave/vacation for two months of FY07.

Jim Salvie moved to approve the reserve fund transfer request for the Counsel on Aging in the amount of \$665.28. Henry Hagopian seconded the motion.

The motion carried unanimously. (Kern, Glauner, Hagopian and Salvie)

Counsel on Aging – Part time Van Driver - \$3899.00

The expenditure is extraordinary and/or unforeseen due to the Full time van driver being out on sick Leave/vacation for two months of FY07

This request was returned to the Counsel on Aging for more detailed information.

Selectmen – Telephone Billing - \$4500.00

The expenditure is extraordinary and/or unforeseen due to an error in forecasting, made in consolidating department telephone and telecomm charges in the Telephone and ITAC accounts.

Jim Salvie moved to approve the reserve fund transfer request for the Selectmen in the amount of \$4,500.00. Pamela Glauner seconded the motion.

The motion carried unanimously. (Kern, Glauner, Hagopian and Salvie)

Library – Repair and Maintenance of the Library - \$2311.50

The expenditure is extraordinary and/or unforeseen due to being unaware that the gas lines were going to leak.

Pamela Glauner moved to approve the reserve fund transfer request for the Selectmen in the amount of \$2311.50. James Salvie seconded the motion.

The motion carried unanimously. (Kern, Glauner, Hagopian and Salvie)

**Review of Finance Committees Town Meeting Presentation**

It was discussed that there is a need to:

- Organize a full scale budget presentation with NRSD at the Tri-Town meeting.
- Meet with the School Board members once a month for updates
- Get on Distribution list of Selectmen packets
- Consider having a public hearing for Finance to ask committees/departments questions.

James Salvie offered to be the new Liaison to NRSD.

Pamela Glauner stated she would write up information of NRSD Liaison duties with a glossary of terms.

**Liaison Reports**

There were no Liaison reports at this time

Future Meetings

June 26<sup>th</sup>

July 24th

**Adjournment**

A motion to adjourn was made by James Salvie at 9:20 pm. Henry Hagopian seconded the motion.

The motion carried unanimously (Kern, Hagopian, Salvie and Glauner)

Respectfully submitted,

Elizabeth A. Tobey,  
Secretary