

Minutes  
**STOW FINANCE COMMITTEE**  
December 16, 2008  
7:30 PM  
Town Building

**Call to Order**

Charles Kern called the meeting to order at 7:32 pm. Present were David Walrath, James Salvie, Gary Bernklow and Elizabeth Tobey, Secretary.  
Guests: Ann Deluty and Christopher Sarno

**Correspondence**

- Union wage and salary schedules
- Beacon Newsletter Oct, Nov and Dec 2008
- Commonwealth of Massachusetts House of Rep, regarding Town Hall meeting 12/10/09
- Master Plan survey announcement
- Association of Town Finance Committee agenda Nov 1 2008
- Association of Town Finance Committee – November 2008
- Memo from Town Clerk re: correction at Annual Town Meeting Pg 5 Appropriate & Transfer
- Memo regarding Flu Clinic Saturday Nov 1, 2008
- Memo regarding Stow Community blood drive 10/11/08
- Revised Addition of Finance Committee handbook

**Meeting Minutes**

David Walrath moved to approve September 9, 2008 minutes as Amended. James Salvie seconded the motion.

The motion carried unanimously (Kern, Salvie and Walrath)

**Reserve Fund Transfer Requests**

There were no requests at this time

**Budget Review**

Members reviewed and approved of the FY2010 budget

David Walrath moved to approve the acceptance of the Finance Committee budget as submitted. James Salvie seconded the motion.

The motion carried unanimously (Kern, Salvie and Walrath)

**Liaison Reports**

ESBC- Gary stated that the owner project manager, CMS, had been hired and was approved by the state. They are drawing up the design phase of the project. It will have to be approved by the MSBA. They are hoping for Feb of 09.

They have spent a couple of hundred dollars on RFS and RFQ. They will draw up plans over spring and come up with a schematic design over 4 months.

The MSBA has not spent any money as of yet.

Should have something for the fall Town Meeting. They should have an idea of the state level of participation by then.

Town Clerk- Jim explained that last year she wanted clerical hours increased for extra help. Jim suggested 1 person for 15 hours rather than multiple people.

Minuteman – Dave stated that they met with the selectmen and superintendent. They would like to do the budget review at the Tri-Town meeting.

The biggest challenges are:

- Vocational Education costs more per student. He wants to restructure the programs to get a better use and results.
- The building needs major repairs
- The state has never fully funded regional transportation
- Biggest problem is getting into local schools to let them know they are there.

Master Plan- They plan to print a summary of the result from the survey in early January.

### **Discussion of Town Budgets**

Jim stated that he is concerned about capital projects. He suggested asking Ross to come to a meeting and explain the Capital Projects before the joint boards meeting.

Departments to meet with on budgets:

- Police
- Fire
- Highway
- Assessors
- Treasurer
- Town Clerk
- COA (New building?)
- Building
- Board of Health
- Conservation

Nashoba will be holding their budget meeting on January 26<sup>th</sup>.

Charlie spoke to Marcia Rising and she is interested in sharing Hazardous waste with another town. Charlie will meet with her to discuss the issue further.

### **Discussion of New Growth and Building Permits**

Dave stated that the Assessors has discovered houses with open building permits. It takes 9 years to do a pass of the town. There are a large number of open permits that the building inspector would like to find time to get closed. There are 2 ways this could be done.

1. Have Assistant Building inspectors do the work for the next year
2. Do a RFT to cover the cost to hire someone to get all of the permits caught up and then keep them up to date after that.

The committee suggested they needed more information, such as, how many are there and how long will it take. Before they can make a decision.

Dave will ask the Building Inspector for the numbers.

### **Future Meetings**

January 13

### **Adjournment**

A motion to adjourn was made by James Salvie at 9:03 pm. David Walrath seconded the motion. The motion carried unanimously (Kern, Walrath, and Salvie)

Respectfully submitted,

Elizabeth A. Tobey,  
Secretary