

Minutes  
**STOW FINANCE COMMITTEE**  
March 3, 2009  
7:30 PM  
Town Building

**Call to Order**

Charles Kern called the meeting to order at 8:07 pm. Present were David Walrath, James Salvie, Ann Deluty and Christopher Sarno and Elizabeth Tobey, Secretary.

Guests: Michael Clayton, Mark Trefry and Rachel Belanger

**Correspondence**

- Letter from Minuteman informing towns of the request for a warrant article to request permission to establish a stabilization fund for future funding of capital expenditures
- Memo from Ed Newman authorizing the appointments of Gary, Anne and Chris to the Fincom.
- Invitation to Master Plan Committee's public forum on Feb. 4, 2009
- Notice of energy use monitoring in the Town Buildings
- Letter from The Town of Lancaster Board of Selectmen regarding 2010 budget

**Meeting Minutes**

James Salvie moved to approve January 13, 2009 minutes as amended. David Walrath seconded the motion. The motion carried unanimously (Kern, Salvie and Walrath)

David Walrath moved to approve February 10, 2009 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

The motion carried unanimously (Kern, Salvie and Walrath)

**Budget Review**

Highway – Mike explained that Bill Wrigley had asked for level funding. He stated that heating could use more funds but they manage to survive on a yearly basis.

He has a couple of Capital requests. There is a capital request for a compressor and a new pick up to replace one in the main fleet with the same model.

There was a discussion on costs to manage the department. Some key factors are,

- The more storms there are the more fuel they use
- Weekend and night work causes the payroll to rise due to overtime increases
- The materials price has risen on items like sand, salt and also vehicle maintenance costs.

There is a current need for more building space and office space.

Police – Chief Trefry stated that he is level funded this year. His salaries are increased by 3% due to contracts. They now have a new officer in place of the injured officer who has retired.

He has a Capital request for \$33k for a new cruiser. He also stated that he had planned to ask for \$75k for expansion of dispatch. He is not asking for the request now and will pursue the money from a grant he applied for. If the grant is approved dispatch will be enlarged.

The electronics room needs to be expanded. The Chief has applied for a 911 Equipment grant for 12k to move the A/C to the upstairs off of the electronics room floor. He will also purchase a new radio for Fire and PD with the grant money.

The Chief sees no major changes over the next few years.

**Liaison Reports**

Nashoba – The assessment is at 4.1% and they will be finalizing the budget this Thursday night. May cut one more item, bringing it down to 4.0%

Town Clerk – Jim will meet with Linda Hathaway regarding the items before the CPC for the Ancient Documents Committee (a purchase for the committee using CPC money). It is equipment for copying and storing ancient documents.

**Other Business**

Charlie stated that Master Plan Committee unanimously disapproved the idea of a Planning Commissioner or Town Planner.

**Future meetings**

March 10, 2009 – 7:30pm regular meeting

- Expected guest – Susan McLaughlin 7:30pm regarding the Ancient Documents Committee

March 19, 2009 – 6:30pm Public Hearing pre-meeting

March 19, 2009 – 7:00pm Public Hearing

**Adjournment**

A motion to adjourn was made by David Walrath at 9:04 pm. James Salvie seconded the motion. The motion carried unanimously (Kern, Walrath, and Salvie)

Respectfully submitted,

Elizabeth A. Tobey,  
Secretary