

Minutes
STOW FINANCE COMMITTEE
September 13, 2011
7:30 PM
Town Building
Approved

Call to Order

Chairman Ann Deluty called the meeting to order at 7:35pm. Present were,
Members: Christopher Sarno and Richard Rollins
Associates: Bruce Walbridge
Secretary: Elizabeth Tobey

Correspondence

- Notice of the Library's presentation to the Selectmen
- Notice of Finance Committee's Public Hearing on Oct 6, 2011

Meeting Minutes

After a review of the minutes Richard Rollins moved to approve August 23, 2011 minutes as amended. Christopher Sarno seconded the motion.

The motion carried unanimously for (Deluty, Sarno, and Rollins).

Reserve Fund Transfer Requests

Selectmen – Insurance and Bonds - \$3,500.00

The amount requested is to be used for Workman's Compensation additional premium (due to audit) \$2181, two public officials bonds \$336, Vehicle changes (Est.) \$543 and Cushion for vehicles \$500.

This expenditure is extraordinary and/or unforeseen for the following reasons:

FY12 budget set prior to final premiums being available (50% increase in Police/Fire Accident and Workers' Comp audit).

Discussion:

Chris questioned if there should be a cushion built into the budget and then come to FinCom if more is needed. Other members agreed and suggested that the budget was probably submitted very tight. Members viewed previous years of the line item to compare the budget balances.

Christopher Sarno moved to approve the Reserve Fund Transfer in the amount of \$3500.00. Richard Rollins seconded the motion.

The motion carried unanimously (Deluty, Rollins and Sarno)

Information Technology – Email Services - \$2,183.40

The amount requested is to be used for email services for 55 active mailboxes @4.00 per month and web hosting service for "Owl file retention services".

This expenditure is extraordinary and/or unforeseen for the following reasons:

When planning the FY12 Budget the vendor stated that the Town of Stow would not have to migrate to their new servers and we could continue on with the way we are with no to little additional cost. The vendor has since found they cannot do as they stated and we have to be moved to the new servers.

Discussion:

Chris asked if we had looked into Google as a vendor. Beth explained that Paul Yannoni (IT Volunteer) had researched Google, Virtual Town Hall and another private vendor and all were much higher than Amaranth, Google being double the price.

Beth stated that we have been with them since setting up email and have had good customer service with them and they are a local vendor from Bolton. They have the lowest price for email, low cost file storage, great customer service and extremely accommodating.

Richard Rollins moved to approve the Reserve Fund Transfer in the amount of \$2183.40. Christopher Sarno seconded the motion.

The motion carried unanimously (Deluty, Rollins and Sarno)

Liaison Reports

Minuteman

Chris commented that according to Alice Deluca the school committee did vote to approve a new capital cost expenditure formula and they are not going to move back to the drawing board. Stow has a high participation rate compared to other small towns. A group of town managers are now viewing the progress. If they don't agree they will continue with the current enrollment system.

The Building Inspector said that the Trades Hall is not up to code. It needs to be torn out and rebuilt to bring it to code. The expenses are coming out of the current budget.

ESBC

Rick spoke to Gary Bernklow, Fincom Liaison to ESBC and he stated that the school project is moving forward,

- Interior is being completed; wallboard, plaster, windows, most will be done before Dec 5.
- Exterior still needing completion include; fields, playgrounds, bus turnaround area, staff parking lot, plantings, and outdoors patio/class space.
- Schedule is tight; contractor is about 3 weeks behind.
- Financially no major surprises, as of the end of August total paid for the project is \$13,183,093. representing 53% of the total project completion.
- The largest unexpected expenditure to date is due to the additional rock removal required on the site and several problems with the architectural skylights. Total additional (not anticipated costs) for both items is about \$150k, which was taken from the owner's contingency, which had already been budgeted.
- Complaint by ESBC to the Mass Attorney Generals office on behalf of a resident claiming ESBC violated open meeting law statutes. State law requires the board against whom the complaint is initiated to file the complaint with the AG's office.
- The stone building is scheduled for disposition no later than the first week of December. Hopefully, those planning for its removal to another site can get it done.

Other Business

FinCom Public Hearing is October 6th; members have to have recommendations in by the 12th. The Warrant closes on the 13th.

Adjournment

A motion to adjourn was made by Christopher Sarno at 8:48pm. Rick Rollins seconded the motion. The motion carried unanimously (Deluty, Sarno and Rollins)

Future meetings:

September 27, 2011

October 06, 2011 Public Hearing

October 11, 2011

October 25, 2011

Action Items:

None at this time

Respectfully submitted,

Elizabeth A. Tobey,
Secretary