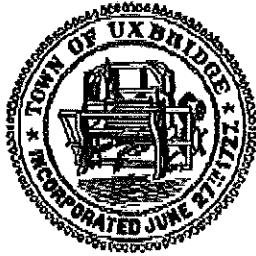


APR 14 '11 AM 5:04



# Town of Uxbridge, Massachusetts Finance Committee Meeting Minutes

Date: March 9, 2011

Place: Lower Town Hall Meeting Room

Present:

|                   |   |              |    |                |   |
|-------------------|---|--------------|----|----------------|---|
| Peter DeMers      | P | Mark Andrews | P  | Howard Fortner | A |
| Christine Horwath | P | Ed Maharay   | A* | John Morawski  | P |
| Ray Wright        | P |              |    |                |   |

\*Mr. Maharay participated in the meeting via Skype from Florida; because he was not physically present, he was marked absent and did not vote.

Call to Order: 7:00 PM

## 1. Minutes

### Motion/Second/Discussion Vote

|                 |  |     |    |      |       |
|-----------------|--|-----|----|------|-------|
| Motion          | To accept the minutes of the Finance Committee meeting of December 21, 2010. |     |    |      |       |
| 1 <sup>st</sup> | CH   | 2nd | RW | Vote | 3-0-2 |

Discussion: No discussion.

### Motion/Second/Discussion Vote

|                 |   |     |    |      |       |
|-----------------|---|-----|----|------|-------|
| Motion          | To accept the minutes of the Finance Committee meeting of January 26, 2011. |     |    |      |       |
| 1 <sup>st</sup> | MA  | 2nd | CH | Vote | 5-0-0 |

Discussion: No discussion.

### Motion/Second/Discussion Vote

|                 |   |     |    |      |       |
|-----------------|---|-----|----|------|-------|
| Motion          | To accept the minutes of the Finance Committee meeting of February 2, 2011, as amended. |     |    |      |       |
| 1 <sup>st</sup> | MA  | 2nd | JM | Vote | 4-0-1 |

Discussion: The Chairman presented the minutes from the meeting of February with minor changes to those that had been shared for comment via e-mail and opened the floor for discussion. There was no discussion, and the motion passed.

2. Reserve Fund Transfer  
 a. Veterans' Agent

The Uxbridge Finance Director, David Genereux, made a request to transfer \$30,000 from the Reserve Fund to Veterans' Benefits, increasing the funds for Veterans' Benefits to \$120,000 for the fiscal year. Mr. Genereux commented that such transfers have been a common request for the past couple of years.

Mr. Ken Trajanowski, the local Veterans' Agent was in attendance to support this request. In addition to Uxbridge seeing an increase in families receiving benefits this past year, unemployment, higher fuel prices, and higher health care costs have depleted the local budget more quickly than anticipated. These benefits, in addition to flags for the graves of veterans, are all available to qualified veterans and their surviving spouse. While the Commonwealth reimburses 75% of the town's costs for the flags, the town never knows when these funds will be paid.

After Mr. Trajanowski answered questions from the Finance Committee, Mr. Genereux stated that he was in favor of this transfer. The current balance in the fund is not sufficient to support what is needed through the end of the fiscal year. The current budget is \$90,000 with a Manager's recommendation of \$120,000 for FY2012.

Motion/Second/Discussion Vote

|                 |  |                 |    |      |       |
|-----------------|--|-----------------|----|------|-------|
| Motion          | To approve the transfer of \$30,000 from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws to Veterans' Benefits for the purpose of Chapter 115 benefits. |                 |    |      |       |
| 1 <sup>st</sup> | MA   | 2 <sup>nd</sup> | CH | Vote | 5-0-0 |

3. Financial Reports

Mr. Genereux presented an overview of the January and February reports, which had been distributed via e-mail. These reports are now available by the 5<sup>th</sup> day of the following month.

As of January, the town was tracking at 62% to total budget for the fiscal year, a variance of 3.64% off of a straight line to the end of the fiscal year.

In discussing the February report, Mr. Genereux projected that the town looks like it will finish the year on budget. The February report added a "Budget Variance Report" for the purpose of identifying those line items that may require transfers. The Town Clerk, Elections, Conservation, Planning, and the Blanchard building were noted, as was the Unemployment account.

Revenues collected are 2.2% behind where we should be, and they appear to be coming in on target with very little free cash available. Medicare and Medicaid reimbursements are behind.

4. FY 2012 budget

- a. Municipal
- b. School

c. BVT

Mr. Genereux reported that the FY2012 budget was compiled on March 8, 2011. Copies have been distributed around town. A staffing plan has been added. The budget is based on a revenue projection of \$36,113,000. The budget is balanced and includes school debt payments, which are offset by partial reimbursement.

Discussion of the FY2012 budget included a difference between town officials and school department recommendations of \$550,000, which will be reconciled between departments prior to final approval of the budget. A \$100,000 Municipal Capital Fund has been created by reducing expense budgets for all non-school related municipal budgets by 2.29%. No funding changes have been made. No non-union salary increases were made. One position at Town Hall is reduced from full-time to part-time. A Highway Supervisor position has been added to the Department of Public Works by closing two Equipment Operator jobs. (The Highway Supervisor may also act as an Equipment Operator.)

The town's healthcare premiums will be increased. BlueCross BlueShield of Massachusetts is raising its premiums by 8.5% on average. Fallon is raising its premiums by 16% on average. With roughly 400 town employees, these increases total around \$577,000, a 13% overall increase. According to the Town Manager, Mike Szlosek, the shortfall here looks like \$550,000, and the town will need to cut services.

The general budgets and business of the schools were discussed.

5. Health Insurance

A discussion was held on the rising costs of healthcare and the impact these have on the town's budget.

6. Old business

a. Snow and ice expenditures

While the deficit is \$164,281, Mr. Szlosek commended DPW Director, Benn Sherman, for keeping expenses well-below the 5-year average, i.e. \$419,390 compared to the average of \$464,935. Other towns have not fared quite so well this winter.

b. Generator for FD and Town Hall

The town may get these funds through a grant. Mr. Genereux does not think a Reserve Fund transfer is necessary at this time.

c. Town Charter

The Finance Committee has been invited to participate in the April 6, 2011 meeting of the Town Charter Commission.

7. New business

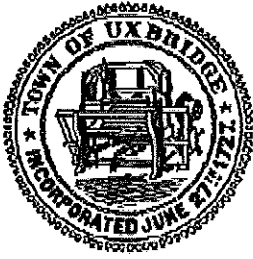
a. Spring Annual Town Meeting

The warrant closes Friday, March 11, 2011. The meeting is scheduled for May 10, 2011. The Chairman will inform the Committee of the meeting timeline in order to comply with all deadlines in time for the Spring Annual Town Meeting.

8. Adjournment

Motion/Second/Discussion Vote

|                 |                                |                 |    |      |       |
|-----------------|--------------------------------|-----------------|----|------|-------|
| Motion          | To adjourn meeting at 8:45 pm. |                 |    |      |       |
| 1 <sup>st</sup> | CH                             | 2 <sup>nd</sup> | MA | Vote | 5-0-0 |



## Finance Committee Approval Sheet

| Name              | Signature | Date       |
|-------------------|-----------|------------|
| Peter DeMers      |           | 04/05/2011 |
| Mark Andrews      |           | 04/05/2011 |
| Howard Fortner    |           |            |
| Christine Horwath |           |            |
| Ed Maharay        |           |            |
| John Morawski     |           | 4/5/2011   |
| Ray Wright        |           | 4/5/2011   |

