

Westborough Advisory Finance Committee
Minutes of Meeting No. 7 FY2010
October 12, 2009

Approved
November 30, 2009

Members Present: Jo Lown, Chair, F. Robert Brown, Bill Linnane, Brigitte Casemyr, John E. Arnold, Kevin Cronin, Michael Meachen. Absent: Judy Lucas, Ian Johnson.

At 7:00 p.m. Ms. Lown called the meeting to order in the Selectmen's Meeting Room. Ms. Lown announced that Fall Special Town Meeting will be held on Monday, October 26, 2009, at the Westborough High School Auditorium.

Open Forum

There were no requests to address the committee.

Approval of minutes – Meeting No. 5, FY2010, October 1, 2009.

Mr. Linnane moved to approve the minutes of meeting No. 3, FY2010, September 24, 2009 as amended. The vote to approve the minutes was 5 in favor and two abstentions (Arnold, Cronin), with 7 being present.

Liaison Updates

Mr. Meachen reported that Nancy Yendriga, Town Clerk, expects the only extra expenses for the 1/19/10 election will be for printing of ballots and programming of scanners for a possible override vote, for an estimated \$2000. It is expected the state will cover costs for the two mandated elections.

Mr. Meachen will meet with John Badenhause after Special Town Meeting to discuss Youth and Family Services progress on issues discussed prior to Annual Town Meeting. He will also check on the total activity in the Hot Summer Nights and Babysitter Training revolving accounts.

Mr. Meachen has given to Mr. Brown his notes on Personnel Board issues, including questions about process and timing for determining cost of living increases and step increases. Mr. Meachen suggests attending the November Personnel Board meeting to give input before the decision is made. Mr. Brown will also attend the next Personnel Board meeting in October. Mr. Meachen also suggests inviting Kathy Wilfert, Personnel Board, to the Advisory Finance Committee meeting scheduled for November 2.

Ms. Lown gave an update on Article 7 transfer of funds and vote to transfer from free cash – Ms. Talbot has pointed out that the Department of Revenue classifies all cash as “free cash” and then subdivides it into categories. Ms. Lown will therefore ask the AFC to vote on a revised recommendation on this Article.

Ms. Casemyr attended the School Committee meeting last week. She clarified the process followed by the School Department concerning renovations to the Gibbons Middle School, and noted the expectation that if any work is determined to be done, some of the funding would be in the form of grants. Ms. Casemyr also reported that the School Committee has done a survey of parents (with many responses) about offering H1N1 flu vaccine clinics in the schools. Ms. Casemyr questioned whether the cost of providing the vaccine would be borne by the Board of Health. Mr. Brown will follow up with Mr. McNulty. Ms. Casemyr will attend WWTP meeting on Wednesday.

Mr. Brown had a long conversation with Derek Saari, who was concerned that Article 7 be supported. He has no issues with work being planned at Country Club.

Discussion of 2009 Special Town Meeting Recommendations

A table of votes is included at the end of these minutes.

AFC Report & Recommendation Booklet

Revenue and Expenditure summary

Ms. Lown has received the updated spreadsheet from Mr. Meachen, and there are some discrepancies between what was voted on in May and what is now current. Ms. Lown would like to include this information only if we can reconcile the numbers. Mr. Cronin suggested adding a third column to show the differences. Current excess levy capacity is \$0. Mr. Arnold would like to present this information at Special Town Meeting if it cannot be reconciled in time to include in the booklet, especially since the excess levy capacity is \$0.

Committee consensus is to include recap in booklet only if it can be reconciled.

Report to Voters

Committee discussed latest draft of the letter to voters.

Warrant Articles 1 – 17

Committee reviewed recommendations, Board of Selectmen position, dates, and votes, and Town Manager's statements.

Mr. Arnold moved that all references to Town Manager's summary be changed to Town Manager's Statement. Vote to approve the motion is 7 in favor with 7 being present.

After committee discussion, Mr. Arnold moved to have any references to the Board of Selectmen votes, and recommendations of any other pertinent boards, be put in the normal typeface, to distinguish it from the AFC recommendation. Vote to approve the motion is 5 in favor, 1 opposed (Meachen) and 1 abstention (Casemyr), with 7 being present.

Mr. Arnold stated his position in opposition to Article 6, although he will not make an alternate motion at this time.

Ms. Lown noted that the vote taken on Article 7 at tonight's meeting will be included in the booklet.

Ms. Lown suggested the recommendation on Article 8 be changed to "We recommend the Town vote to approve this Article as written in the Warrant."

Ms. Lown moved to strike language included in the Town Manager's Statement on Article 8 concerning the project's intent. The vote to accept the motion is 1 in favor (Lown), 5 opposed, and 1 abstention (Cronin), with 7 being present.

Mr. Arnold noted that the Town Manager's Statement on Article 11 would be clearer if it said "requires registration of abandoned and foreclosed" rather than "requires registration of foreclosed", however, since this is the Town Manager's Statement it will not be changed unless he requests it.

Ms. Lown noted that the articles not yet voted by the Board of Selectmen are not included on the agenda for their October 13 meeting. If they do not vote on these articles she will remove any reference to their vote.

Ms. Lown asked for any additional definitions for the glossary. Ms. Casemyr moved to include the definition of "Enterprise Fund" from the last booklet if there is room. Vote to approve the motion is 7 in favor, with 7 being present.

Mr. Arnold suggested the committee have the amount currently in free cash available at Town Meeting in order to answer anticipated questions.

Mr. Brown moved to accept the booklet as amended this evening. The vote to accept the motion was 7 in favor, with 7 being present.

The Booklet will be 24 pages. Ms. Casemyr will handle logistics and distribution, and will have 50 copies delivered to Town Hall and the rest delivered to the High School on October 22. Ms. Lown will make the changes agreed upon, and will send out the revised booklet to the committee for proofreading. Ms. Lown and Mr. Meachen will work on the recap page, and if possible send it to committee members for proofreading. Final editing needs to be done by October 15.

Comments and Concerns of Committee Members

Mr. Brown will invite Ms. Wilfert to the meeting on November 2. Committee discussed inviting Mr. Malloy and Mr. Harrington to the same meeting, and decided that the Personnel Board should be given an opportunity to respond to the questions in person, when they have had a chance to prepare. If the committee is not satisfied after this presentation, then Mr. Harrington and Mr. Malloy will be invited to a subsequent meeting.

Adjournment

Ms. Casemyr moved to adjourn the meeting at 8:47 p.m.

2009 Fall Town Meeting Warrant Review
Votes on Article Recommendations

Article 7 – Department of Public Works Rainstorm Reimbursement

Ms. Lown moved to recommend the town vote to transfer the sum of \$56,107.64 from free cash in the General Fund to the FY2010 DPW Expense Budget and the sum of \$14,936.08 from free cash in the Sewer Retained Earnings Account to the FY2010 Sewer Expense Budget.

The vote to accept the motion was unanimous, 7 in favor with 7 being present.