

Westborough Advisory Finance Committee

Minutes of Meeting No.15, FY 2017

Monday, February 6, 2017

Members Present: Hank Rauch, Chair, Beth Blumberg, Vice Chair, Paul Huegel, Sean Keogh, Jim Driscoll, Phyllis Jaffee, Andrew Bradley, Gary Wells

Absent: Tom Blakely

At 7:05 p.m. Mr. Rauch called the meeting to order in Memorial Hall of the Town Hall.

Open Forum

There was no one present to address the Committee. Chairman Rauch took the opportunity to read a prepared statement by John Arnold, Town Moderator, regarding his up coming Town Meeting classes/forum on procedures and protocols with questions and answers.

Approval of Past Minutes

There were no minutes prepared to be approved.

Ms. Blumberg took the opportunity to announce the resignation of the Administrative Assistant and there was a discussion regarding the re-posting of the position and that in the interim until the position was filled a committee member would have to keep minutes. Mr. Wells volunteered to keep the minutes for tonight but indicated that he may be absent on Thursday.

Mr. Huegel indicated that he had some experience with minutes and could help out if needed.

There was discussion regarding the amount of after meeting time required to prepare the minutes and the amount of information required in those minutes considering the broad scope of topics considered and number of committee members (9) that participate in the meeting.

Chairman Rauch indicated he would liaison with the Asst. Town Manager on various topics regarding the Administrative Assistant position, the potential of using the recorded meeting as the minutes and the compensation for a committee member who takes minutes as provided for in the Town Bylaws.

Annual Town Meeting Warrant – Draft 6, Jim Malloy, Town Manager.

Mr. Malloy appeared before the committee to review draft 6 of the proposed Warrant for the Annual Town Meeting. Articles 3,4,5,6,7,8,9,10,18,26,27,30,31,32,33,37,38,39 were reviewed and discussed with the committee members along with Q&A. There were no deliberations or votes by the committee on any of the articles.

Future Meeting Agendas

Chairman Rauch reviewed up coming meeting agendas with the committee and requested that all committee members review their respected departments and if anyone needs to come before for the committee for either budget or a warrant article that we get them scheduled ASAP.

Committee & Liaison Reports

Committee members reported on any updated information on the various committee and/or department assignments that they are responsible for. There were some general discussions.

John Arnold, Town Moderator appeared before the committee to remind the viewing audience of his Town Meeting classes/forum with question and answers on procedures and protocols of Town Meeting. These sessions were to be held in the Westborough Town Hall on Wednesday nights opposite the School Committee meeting dates between now and Town Meeting.

A suggestion was made to potentially hold one meeting at the Senior Center and perhaps another at the High School.

ADJOURNMENT

Mr. Wells motioned to adjourn @ 9:15 p.m. Voted: 8-0-0

Respectfully submitted:

Gary P. Wells – AFC Committee Member