

Members Present: Jo Lown, Chair, Bill Linnane, Christine Hirsch, Judy Lucas, Cliff Watts, Ian Johnson, John Arnold, Brigitte Casemyr, Michael Meachen. Absent: None.

At 7:00 p.m. Ms. Lown called the meeting to order in the Selectmen's Meeting Room. Ms. Lown welcomed new committee member Michael Meachen.

### **Open Forum**

There were no requests to address the Committee.

### **Approval of minutes – Meeting No. 1, July 7, 2008.**

Mr. Watts moved to approve the minutes of meeting No. 1, July 7, 2008 as written in the draft of July 9, 2008. The vote to approve the minutes was 8 in favor and 1 abstention (Mr. Meachen), with 9 being present.

### **Schedule - Meetings & Fall Town Meeting**

Ms. Lown outlined the schedule of events prior to Fall Town Meeting on Monday, October 20:

Draft of Articles will be presented at Board of Selectmen meeting on September 12

Warrant to be voted by Board of Selectmen on September 23

Advisory Finance Committee members agreed to meet on September 18 and 22, and will discuss additional meetings as more information about the warrant articles is made available.

### **Advisory Finance Committee Appointment of Representatives to Town Committees**

The Advisory Finance Committee appointed or approved members as representatives to Town Committees as follows:

- Capital Expenditure Planning Committee – Ms. Lown nominated Brigitte Casemyr. The vote to appoint Ms. Casemyr was unanimous, 9 in favor with 9 being present.
  - Town Manager Search Committee – several Committee Members expressed interest in serving on this committee and each gave a short synopsis of their qualifications:
    - Brigitte Casemyr views the Town Manager as a key position in the Town Administration. She served on the Government Study Committee and so is familiar with the duties and responsibilities of the position. She has spent 20 years working with Fortune 500 companies and currently runs her own business, and has done much hiring. She is a 26 year resident of Westborough and knows many of the town personnel and positions. She feels this would be a challenging task to which she would look forward.
    - Ian Johnson stated that all the AFC members who have expressed interest in serving on the Committee are well qualified to do so. This is a very key hire, especially given the town's financial position. Mr. Johnson noted his time serving on the Advisory Finance Committee including two years as Chair. He noted this would be a considerable time commitment but important to the town.
    - Judy Lucas would also like to contribute to this committee. She has been a resident of Westborough for 30 years and has been a business owner for many years. She served on the School Committee for nine years and was Chair for four years. She has served on both town Building Committees. She has negotiated union contracts from the management side as the Chair of the School Committee and from the union side as a member of the nurses' union.
- Mr. Watts nominated Judy Lucas. The vote to approve the appointment of Ms. Lucas was 7 in favor with 2 abstentions (Mr. Meachen, Ms. Hirsch).

- Government Study Committee II – two members expressed interest in this committee:
  - John Arnold was the AFC representative to the Government Study Committee I, and noted that all items on the agenda for the subsequent committee were recommended for further study by the first committee. Mr. Arnold would be able to provide the committee with an “institutional memory” of prior discussions. He runs his own company, and has been elected or appointed to town or state committees since 1977. He has appeared before the Personnel Board many times while serving on these various committees. He would also be diligent about reporting the progress of the Government Study Committee to the AFC.
  - Bill Linnane has a great interest in this committee but defers to experience and withdraws from consideration.

Mr. Johnson nominates Mr. Arnold. The vote to approve the appointment of Mr. Arnold was unanimous, 9 in favor with 9 being present.

### **Liaison Assignments & Updates**

Ms. Lown noted the liaison assignment list in members’ files. She has sent letters to each town department, committee or board identifying their respective liaison. The role of the liaison is to become familiar with the department, committee or board and to serve as a conduit for information and communication. The liaison reviews the budget and articles, asks about future projects and any concerns, and provides updates to the members at Finance Committee meetings.

### **Liaison Updates / Comments and Concerns of Committee Members**

- Ms. Lucas has spoken with Dr. Anne Towle. The teachers approved the contract offer, so will be paid retroactively for the past year totaling \$216,957. Fiscal Year 08-09 salary increases total \$1,084,928. There is no retroactive health insurance pay change for the past year. There should be some savings from the increased teacher contribution to health insurance for FY09. 3,524 students are currently enrolled in the school district.
- Mr. Watts has spoken with the Building Department and notes no problems.
- Ms. Lown reported that the Wastewater Treatment Plant Board is planning a joint meeting to be held in Shrewsbury. They will not be prepared to present a funding request at the Fall Town Meeting. There is a possibility of financing the project by borrowing at 0% interest rather than 2%, but they are still waiting for information. Ms. Casemyr complained about the fees paid to the consultant who grossly underestimated the cost of this project.
- Mr. Johnson noted several newspaper articles brought to the Committee’s attention by Mr. Watts on regional purchasing consortiums for certain commodities, including gasoline. He and Ms. Casemyr will investigate it further, and present their findings.

### **Comments and Concerns of Committee Members**

Ms. Lown noted a scheduled Personnel Board meeting on 9/10, and a Cultural Council coupon fundraiser at the Chateau restaurant on 9/18. For each diner who brings in a coupon from the Cultural Council, the restaurant will donate 25% of the food and beverage proceeds to the Cultural Council. Ms. Lown noted the FY08 End-of-year town budget report in members’ folders.

The Association of Town Finance Committees Annual Meeting will be held this year on November 1, 9 a.m. to 3 p.m. Registration forms must be returned by October 22.

Ms. Casemyr announced that the Westborough TV station is recruiting for the position of General Manager.

### **Adjournment**

At 8:00 p.m. Mr. Watts moved to adjourn the meeting. The vote to adjourn was unanimous, 9 in favor and 9 present.