

**Joint Finance Committee/Capital Committee Meeting
February 3, 2015
Butterick Building, Room 205**

In Attendance:

Finance Committee: Bob Brown, Mary Cliett, Jerry Kokernak, Cynthia Secord and Joe Sova.
Barbara Bartlett arrived at 6:04 PM.

Absent: Ed Sweet

Capital Committee: Bob Brown, Mary Cliett, Jerry Kokernak, Scott Moroney, Michael Murphy and Joe Sova. Arden Sonnenberg arrived at 6:11 PM.

Interim Town Administrator Michael Szlosek was also present for the meeting,

The Finance Committee meeting was called to order at 6:01 PM and the Capital Committee meeting at 6:02 PM.

Approve Minutes of Prior Finance Committee Meeting:

A motion to approve the minutes of the January 20, 2015 meeting was made by Joe Sova and seconded by Jerry Kokernak. The minutes were approved by Bob Brown, Joe Sova and Jerry Kokernak.

Reserve Fund Transfers:

No Reserve Fund Transfers were submitted.

Capital Requests:

The committees reviewed a spreadsheet provided by Bob Brown, which described projected capital expenses for the next five years. Bob suggested the committee members evaluate and determine which requests to support for FY16.

Capital Requests received to date are from these departments: Fire, Police, DPW, IT and Maintenance (for the 1835 Town Hall roof).

Bob suggested a joint Finance Committee/Capital Committee meeting be held on February 17, 2015, at 6 PM, with the heads of the departments listed, to review their capital requests.

A draft article, drawn up by Bob Brown, describing the town's existing and projected debt and leases, was distributed, with the possibility of posting the article on the town website, providing interested residents with information to review before the annual town meeting.

Review Draft of 2015 Annual Town Meeting Calendar and FinCom FY2016 Budget Schedule:

This draft was reviewed, adding an additional joint Finance Committee/Capital Committee meeting on February 25, 2015, from 6-7 PM. Once adjourned, Finance Committee members will attend the Board of Selectman's meeting at 7 PM to present their final capital request recommendations.

Bob emphasized finance committee members should meet with the department heads for which they are liaisons, as soon as possible, to discuss their budgets.

Expenses:

To date, expenses of concern which are unknown, are schools, compensation and insurance.

Public Session:

No one presented for public session.

Adjourn:

A motion to adjourn the Finance Committee meeting was made by Joe Sova and seconded by Barbara Bartlett. All in favor.

A motion to adjourn the Capital Committee meeting was made by Mike Murphy and seconded by Scott Moroney. All in favor.

The joint meeting adjourned at 7:42 PM.

DRAFT FY16 Budget

Feb 17, 2015

EXPENSE	FY15	FY16 Request	FY15/FINCOM	FY15/FINCOM	Notes
Town Operating Budget	\$9,618,716	\$9,926,392	\$9,926,391	3.2%	
WRSD Net Minimum	\$8,988,885		\$9,294,507	3.4%	Assume 3.4 % increase
WRSD Above Net Minimum	\$1,164,684		\$1,204,283	3.4%	Assume 3.4 % increase
Monti-tech	\$677,868		\$691,425	2.0%	Assume 2 % increase
Chapter 90	\$1	\$1	\$1	0.0%	
Water Enterprise	\$1,045,771	\$1,036,738	\$1,036,738	-0.9%	
Town Reserve Fund	\$100,000	\$100,000	\$100,000	0.0%	
1835 Town Hall Maintenance	\$5,000	\$5,000	\$5,000	0.0%	
Fire Matching Grant	\$2,600	\$2,600	\$2,600	0.0%	
Wachusett Recycle Center	\$2,985	\$2,985	\$2,985	0.0%	
Sterling Land Trust	\$1,300	\$1,300	\$1,300	0.0%	
Greenways	\$1,300	\$1,300	\$1,300	0.0%	
OPEB	\$10,000	\$10,000	\$10,000	0.0%	
Capital Articles	\$282,100	\$586,375	\$586,375	107.9%	
Overlay			\$100,000		
Snow and Ice Deficit	\$34,866		\$40,000	14.7%	
2004 Fire Truck Debt Payment	\$62,400	\$0	\$0	-100.0%	Last payment in FY15
2010 Pumper Lease Payment	\$62,149	\$62,149	\$62,149	0.0%	
2015 Ambulance Lease Payment	\$38,867	\$38,867	\$38,867	0.0%	
Capital Fund Deposit	\$0	\$0	\$100,000		
TOTAL EXPENSE	\$22,099,492	\$11,773,707	\$23,203,922	5.0%	

DRAFT FY16 Budget

Feb 17, 2015

Prior Year Levy					
Plus 2-1/2					
New Growth					
New General Overrides		\$150,000		\$150,000	#DIV/0!
Debt Exclusions					#DIV/0!
TOTAL LEVY		\$0	\$150,000	\$150,000	#DIV/0!
TOTAL REVENUE		\$2,770,455	\$3,604,671	\$3,604,671	30.1%

DRAFT FY16 Capital Requests

Feb 17, 2015

FY16-24 CAPITAL DESCRIPTION	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24
DPW - 6 Wheel Dump Truck #6	\$148,000									
DPW - 1-1/2 ton cab / chassis										
DPW - 42,000 lb wheel cab / chassis					\$65,000					
DPW - Loader #11 2001		\$160,000		\$170,000						
DPW - Pickup with Plow and Sander			\$50,000							
DPW - Rehab 1984 Motor Grader	\$19,700									
DPW - Sidewalk Tractor			\$125,000							
DPW - Sweeper						\$200,000				
FAC - 1835 Roof		\$150,000								
FAC - Library Chimney Liner	\$3,500									
FAC - Library exhaust controls	\$7,000									
FAC - Library Windows	\$10,000									
FAC - Town Hall Carpeting	\$7,000									
FAC - Town Hall Telephone Switch	\$19,000									
Fire - Jaws of Life Replacement		\$35,000								
Fire - Matching Grant Air Compressor		\$3,875								
Fire - Protective Clothing	\$36,900	\$45,000								
Fire - Rescue 1 Replacement (2018) \$550K										
Fire - Roof Repair	\$25,000				\$127,325	\$123,475	\$119,625	\$115,775	\$111,925	
Fire - SUV Fire Chief			\$50,000							
Fire - 4x4 Utility Vehicle		\$82,500								
IT - 1 Server, 3 Notebooks, 5 Workstations			\$23,500							
IT - 1 Server, 3 Workstations		\$17,000								
IT - 3 Workstations, 1 Notebook		\$5,000								
IT - 5 Workstations, 1 Notebook, 1 Server				\$11,500						
IT - 7 Workstations					\$7,200					
IT - Upgrade Office from 2007 40 licenses		\$12,000								
Police - Key Card System	\$5,000									
Police - Replace Chief's 2007 Car		\$38,000								
Police - Replace Detective's 2006 Car		\$38,000								
Police - Roof Repair	\$1,000									
TOTAL	\$282,100	\$586,375	\$248,500	\$181,500	\$199,525	\$323,475	\$119,625	\$115,775	\$111,925	\$0