

Town of Ayer

Finance Committee

Ayer Massachusetts, 01432



Location: Ayer Town Hall, First Floor meeting room
Finance Committee Minutes

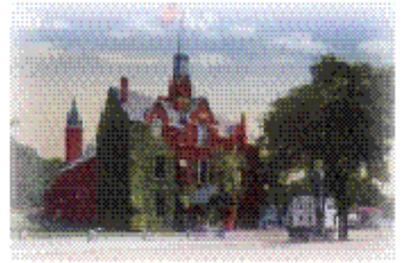
Wednesday August 25, 2010

Present: Brian Muldoon; Chairman, Jesse Reich; Vice-Chairman, member Andrew Crowley
Late arrival: Clerk Glen Lapierre, Scott Houde

Called to order at 7:03 pm by Brian Muldoon

1. Mail: N/A.
2. Minutes for approval:
 - a. Motion to accept Minutes for 8/11/10 meeting as written by Andrew Crowley, second by Jesse Reich. All in favor, unanimous.
3. Meet and Greet with the new Town Administrator Robert Pontbriand.
 - a. Discussed the roll of the FinCom.
 - i. Help assemble the budget based on input from Town Administrator, Department Heads, and town Accountant. Also, FinCom needs to be aware of and in communication with Regionalized school district to be aware of financial demands and needs.
 - b. Discussed who are the responsible parties for monitoring budget performance and planning?
 - c. Discussed future budgeting for training.
 - i. What line Items?
 - ii. Cost benefit should guide all financial decisions. IT Budget is a good example, all departments have some of their budget devoted to it, but that should be consolidated into an IT budget for the town. Training should probably also be consolidated town wide, decisions need to be made on what is needed and the value we get from each training opportunity.
 - iii. Discussed general issues and comments that this is mostly just discussion and all ideas enumerated here would need to be evaluated.
 - d. Phones: Can we call into committees during business hours?
 - i. Thanks to Emulex and Brian for the Phones given to town for this purpose. Robert will Contact the AG's office about proper usages and exemptions.
 - e. Jesse Reich: We hosted a forum to talk about saving money and sharing services across regions. Can you investigate what is available from the state in reference to a form / survey from the state to help identify towns Service Capacities vs. needs? Can the TA Gather this info from the Department Heads?
 - i. Robert Pontbriand: Will look into it.
 - f. Jesse Reich: Do we have a town wide inventory on equipment?
 - i. Robert Pontbriand: We can get one if it does not exist.

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- g. An audience member suggested the state can provide some guidance on regionalization efforts including doc on identified issues and ho to's.
 - h. How do we Incentivize Departments to save?
 - i. Robert Pontbriand: No clear answers but will continue to analyze.
 - i. Discussion ranges over contracts, unions, overrides, working with the school region and communications on future expenses and issues.
4. Motion by Jesse Reich to pay \$47.50 bill for posting the 8/11/10 FinCom meeting in the paper, Second by Andrew Crowley. All in favor, unanimous.
5. Audience member suggest we bring the correct version of the draft on the Financial Policies document.
6. Dan Sherman has managed to come up with enough in his budget to keep the Old fire station electrified through year end votes.
7. Motion by Jesse Reich to appoint Brian to the Capitol Planning Committee, second by Andrew Crowley. All in favor, unanimous. The committee meets on Monday's at 4:00pm when in session.
8. Review of information garnered from regionalization meeting.
 - a. 5 Year Model Plan
 - b. Form Penta-Board for regional school district
 - c. Attendance was deemed pretty good @25+ people.
3. Energy Committee Update from Jesse Reich:
 - a. Some debate about Johnsons Controls Deliverables and how badly they missed.
4. Compensation CD from MMA has arrived; need to study in near future.
5. Next FinCom meeting on 9/8/10.
6. Motion to Adjourn

Brian Muldoon, Chairman _____ Date _____

Jesse Reich, Vice Chairman _____ Date _____

Glen Lapierre, Clerk _____ Date _____

Scott Houde, Member _____ Date _____

Andrew Crowley, Member _____ Date _____