

Town of Ayer

Finance Committee

Ayer Massachusetts, 01432



Location: Ayer Town Hall, Meeting Room.
Finance Committee Minutes

Wednesday November 10, 2010

Present: Brian Muldoon; Chairman, Jesse Reich (early departure); Vice-Chairman, Scott Houde, clerk (late arrival) and member Andrew Crowley
Absent: Glen Lapierre

Called to order at 6:39 pm by Brian Muldoon

- George Frost, interim superintendent for Ayer school, came before the FinCom to discuss the regional school district's decision to pursue financing for the feasibility study for the new school facilities. See handout.
 - Borrow particulars: Regional School to borrow \$750k, MSBA is pay-as-go and they reimburse at 68% that would leave about \$250k between the two towns. We're looking at \$25k for the first year, \$25k for Ayer.
 - B. Muldoon – Is the entire Middle/high school going to be renovated?
 - George, Yes.
 - J. Reich - What size is student population is the facility to be built and is that large enough?
 - The school will be built to house approximately 1,000 students. The numbers were arrived at by consultants engaged for the 3 town exploratory region using current populations and trends through 2019. The wildcard is the number of students from Shirley that stay within the region.
 - S. Houde – What about the Devens factor?
 - The 2007 discussion for Ayer to educate the Devens children estimated approximately 70 students in K – 12. That number is still believed to be correct. There hope that as Devens grows they will enroll their kids in the A-S regional system.
 - J. Reich – Are you confident in the reimbursement rate of 68%?
 - Green buildings are reimbursed at a higher rate. The region will pursue this [green buildings] but not until the full scale model is presented.
 - The cost in year one of the bond is \$25,000. The region will pursue the full \$750,000. The overall note will be for the total funds used for construction if it falls below \$750,000.
 - B. Muldoon – How will this be billed back to the towns?
 - It will be appropriated back to the towns in the FY2012. There is a budget holder for this amount in the current budget process.
 - B. Muldoon – The School Region is looking for an election in January? When will the appropriation be received?
 - The region is looking for an election in mid to late January. There will be public forums, discussions with BOS and the election itself. The election is a majority of votes cast in both towns. If the question passes in one town and fails in a second, the total votes are combined and the majority rules. The assessment will be received by both towns in the Spring Town Meeting.
 - B. Muldoon – What does the feasibility study include?
 - The feasibility will include revamp of the current building and the addition of a science and technology wing. The end result will have full schematic with details down to the number of computers and other assets needed.
 - J. Reich – You should have addition deliverables for the public forums. All the answers given to us tonight should be in written form for the public.
 - B. Muldoon – What is the estimated timeline? How do the reimbursements work?
 - With a positive timeline and minimal delays, the ground breaking will be in the beginning of the FY12 – FY13 school year. It is estimated to be a 3 year construction project. MSBA reimburses within 2 weeks after receiving a paid invoice. The school must pay the invoice first and then submit the invoice. The committee will borrow only the funds needed [net of the reimbursed funds from MSBA] but can the funds be used for other items?
- B. Muldoon met with the Shirley Finance Committee on 11/3/2010

Town of Ayer

Finance Committee

Ayer Massachusetts, 01432



- Shirley uses a local bank to allow taxpayers to make payments on their taxes. The bank provides an account and lockbox. Payments can be made during bank hours and at an ATM after hours. The payments are instantaneous to the account. John Canney (town tax collector) has been asking for an additional tool for tax collection. This may be a good avenue to pursue.
- Shirley Finance Committee recommends that Ayer look at Schedule 9, which details how cost can be charged back to the towns.
- Regional School Committee update
 - George Frost reviewed the financing presented this evening. The motion to pursue the financing was passed with one nay vote from James Quinty.
 - Mark Reed reviewed a timeline for the budget process. There is a meeting in the works with the school committee and the towns' finance committees. Ayer members of the regional school committee have been invited to the Triboard meeting on 11/30/2010.
 - A concern was raised (by Pauline Conley) regarding the 3% wage increase given in the town of Ayer while there was a wage freeze in Shirley. Per the agreement, all wages must move up to match. This will be costly for the towns.
- Budget meetings with department heads for the upcoming budget process
 - The consensus is to meet with all department heads during this process. TB. Muldoon will have a tentative timeframe before the end of the year. The meetings will begin in January.
- MUNIS report feedback
 - S. Houde is working on a report that will take the YTD expenses and show the monthly spends.
 - Mary Spinner said there is a state program to move veterans to areas that have lower housing costs. There are 3 new veterans in the program within the last few months. This is a potential budget hit. The state reimburses only 75% of the veterans cost.
- Financial Policies Update
 - B. Muldoon received word from the town administrator (Robert Pontbriand) and BOS chairman (Rick Gilles) that the BOS approved the policies on 9/21 but will not sign the document. The original vote was 3-0 with one abstention and one absent. The BOS does not want to rehash the policies in public forum.
 - Was the original vote for approval or to move the policies onto to town meeting?
- Mail
 - No mail available
- Minutes
 - Motion to approve the meeting minutes for 10/21 and 10/27 as presented

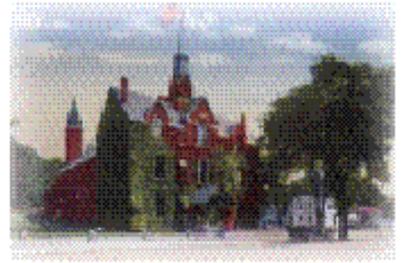
Motion	AC
Second	SH
B. Muldoon	Aye
J. Reich	Absent
S. Houde	Aye
A. Crowley	Aye
G. Lapierre	Absent
Vote	3 - 0

- Outstanding minutes: 3/24/10, 4/28/10, 5/12/10, 6/9/10, 9/8/10, 9/22/10, 9/29/10
- TriBoard and subcommittee update
 - The next Triboard meeting is 11/30/10 at Page Hilltop
 - The next Triboard Executive Committee is 11/12/10 at Town Hall
- Robert Pontbriand will come before FinCom to discuss some open questions FinCom has had. These include training for new employees, open meeting law, and other items.
- FinCom survey

Town of Ayer

Finance Committee

Ayer Massachusetts, 01432



- B. Muldoon asked S. Houde to review the questionnaire sent last month to FinCom members. The survey must be accessible online and in hard copy for non-computer residents.
- What are other towns doing?
- Town Energy Committee Update (Mary Spinner)
 - The town has moved on from Johnson Control. We received the audit that was paid by Ayer.
 - The committee is focusing on smaller projects that can utilize the \$150,000 grant received from the state. The committee is now focusing on the waste water treatment plant.
 - The plant has not had a working temperature control in years. The plant is burning an estimated 11,000 gallons of oil per year.
 - The \$402,000 UV treatment equipment is being reviewed.
 - Next meeting is 12/9/10
- Motion to adjourn by Andrew at 8:48pm, 2nd by Scott. All in favor.

Motion	AC
Second	SH
B. Muldoon	Aye
J. Reich	Absent
S. Houde	Aye
A. Crowley	Aye
G. Lapierre	Absent
Vote	3 - 0

Brian Muldoon, Chairman _____ Date _____

Jesse Reich, Vice Chairman _____ Date _____

Scott Houde, Clerk _____ Date _____

Andrew Crowley, Member _____ Date _____

Glen Lapierre, Member _____ Date _____