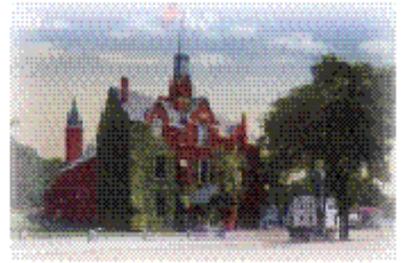


# Town of Ayer

## Finance Committee

### Ayer Massachusetts, 01432



Location: Ayer Town Hall, Meeting Room  
 Finance Committee Minutes

Wednesday July 13, 2011

Present: Brian Muldoon; Chairman, Jesse Reich; Vice-Chairman, Scott Houde; Clerk  
 Open positions: 2

Board of Selectmen: Gary Luca, Frank Maxant, Pauline Conley, Carol MrCreary

In attendance: Mary Spinner, Pauline Conley, Lisa Gabree, Robert Pontbriand, Michael Pattendon, Bill Plinkett, John Canney,

Called to order at 7:04 pm by Brian Muldoon

- Reserve Fund Transfers
  - RFT – Veteran’s Benefits
    - Requested RFT in the amount of \$3,079.81.
    - Devens has paid its portion which is deposited to the general fund
    - Motion to transfer \$3,079.81 to account 01547-53170

Motion	JR
Second	SH
B. Muldoon	Aye
J. Reich	Aye
S. Houde	Aye
Vote	3 - 0

- RFT – Unemployment Compensation
  - Requested RFT in the amount of \$12,986.18
  - Motion to transfer \$12,986.18 to account 01913-51710

Motion	JR
Second	SH
B. Muldoon	Aye
J. Reich	Aye
S. Houde	Aye
Vote	3 - 0

- RFT – Elections
  - Requested RFT in the amount of \$3,091.41
  - Special Election for the Feasibility Study for Ayer Shirley Regional School District. The RSC reimbursed the town in the amount of \$2,156.50 which was deposited into the general fund
  - Additional cost is due to higher wages and supplies over last year.
  - Motion to transfer \$3,091.41 to account 01162-53040

Motion	SH
Second	JR
B. Muldoon	Aye
J. Reich	Aye
S. Houde	Aye
Vote	3 - 0

- RFT – Street Lights
  - Requested RFT in the amount of \$331.00
  - Board of Selectmen discuss first and approve RFT by a vote of 4 – 0.
  - Invoice for downed pole on Main Street forced the RFT. Insurance will not reimburse for the downed pole due to no cause for the downing.

# Town of Ayer

## Finance Committee

### Ayer Massachusetts, 01432



- Finance Committee reviews RFT
- Motion to transfer \$331.00 to account 01424-52100

Motion	SH
Second	JR
B. Muldoon	Aye
J. Reich	Aye
S. Houde	Aye
Vote	3 - 0

○ RFT – Vocational Education

- Remaining amount in the Reserve Fund Transfer is \$64,054.14
- Vocational shortfall is \$135,909.08. This is primarily due to higher student count choosing the school and higher tuition costs. Enrollment is well after the budget is set for the fiscal year which is a major cause of the shortfall.
- The town has begun discussions with Nashoba Regional to become an official member of the region. This would lower the per student cost paid the Ayer.
- Motion to transfer \$64,054.14 to account 01331-52000

Motion	SH
Second	JR
B. Muldoon	Aye
J. Reich	Aye
S. Houde	Aye
Vote	3 - 0

○ Reserve Fund Transfer balance for FY2011 is zero.

• Budget Line Item Transfers with Board of Selectmen

- Line Item transfers allow unused budget money to be reallocated to other line items as needed. The actions must be taken within 14 days of the fiscal year end. The transfers must be approved by both Finance Committee and Board of Selectmen.

From Acct	Description	To Acct	Description	Amount	Motion	Second	FinCom Approval	BOS Approval
01193-57430	Property & Casualty Insurance	01331-52000	Vocational Education	5,000.00	JR	SH	3 - 0	4 - 0
01335-52200	School Regional Transportation	01331-52000	Vocational Education	8,000.00	SH	JR	3 - 0	4 - 0
01710-59100	Debt - Principal Payments	01331-52000	Vocational Education	5,000.00	SH	JR	3 - 0	4 - 0
01751-59150	Debt - LT Interest	01331-52000	Vocational Education	12,000.00	SH	JR	3 - 0	4 - 0
01912-51720	Worker's Compensation	01331-52000	Vocational Education	5,000.00	SH	JR	3 - 0	4 - 0
01210-51100	Police, Wages	01331-52000	Vocational Education	36,854.94	SH	JR	3 - 0	4 - 0
<b>Total Line Item Transfers</b>				<b>71,854.94</b>				

• Town Financial Survey

- The survey is in its final stages. The survey will be rolled out in mid-August at various locations and online.
- GL – The data can easily be skewed. I don't think you should do the survey.

# Town of Ayer

## Finance Committee

### Ayer Massachusetts, 01432



- SH – Regardless of the possibility that the data can be skewed, it’s a first pass at something like this. We could easily collect the data and have nothing to work with. However, we need to try.
- Open Floor
  - MS – I request that the Finance Committee look into “Zero Based Budgeting”. The budget is built from the ground up, not simply what was given last year. I brought this up to the BOS last night and I hope FinCom will do something
  - MS – Again I requested the BOS to review business licenses. These have not been collected in years and are a missing revenue source.
- Candidates for the 2 open positin will meet with the Finance Committee on July 20<sup>th</sup> at a special meeting. The candidates are John Kilcommins and Michael Pattendon.
- Motion to adjourn at 8:12pm

Motion	JR
Second	SH
B. Muldoon	Aye
J. Reich	Aye
S. Houde	Aye
Vote	3 - 0

Brian Muldoon, Chairman \_\_\_\_\_ Date \_\_\_\_\_

Jesse Reich, Vice Chairman \_\_\_\_\_ Date \_\_\_\_\_

Scott Houde, Clerk \_\_\_\_\_ Date \_\_\_\_\_