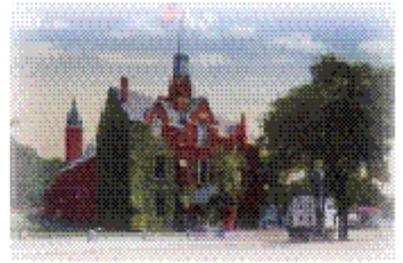


# Town of Ayer

## Finance Committee

### Ayer Massachusetts, 01432



Location: Ayer Town Hall, Meeting Room  
Finance Committee Minutes

Wednesday March 23, 2011

Present: Brian Muldoon; Chairman, Jesse Reich; Vice Chair, Scott Houde; Clerk, Andrew Crowley; member,  
Absent: None  
Connie Sullivan is present after approval by BOS on 3/22/11, but will not vote until he is sworn in.

Called to order at 7:10pm by Brian Muldoon

- Mail
  - Reserve Fund Transfer from Treasurer for Tax Title
  - Memo from Town Administrator regarding Connie Sullivan's approval by BOS on March 22.
  - Letter from Town Governance Committee requesting input from FinCom
  - Budget Warrant Article information
  - Dates of Public Hearings for budget
    - April 6 – Capital Exclusion Public Forum
    - April 12 – BOS/FinCom Budget Hearing
    - April 19 – BOS Approval of the budget
    - May 9 – Town meeting
  - Minutes Approved at prior meeting
- Minutes
  - Outstanding minutes are 1/12/11, 1/20/11, and 3/09/11
- Regional School Committee Update
  - The high school principal position was offered to Cole but was declined. The RSC has opted to forgo the other 2 finalists and begin the search over for the position.
  - RSC approved a budget of \$21.6m on March 16. Ayer's assessment will be \$8.335m. The budget that was approved is high but can be reduced prior to town meeting. A new budget number will come from the RSC meeting on April 5<sup>th</sup>. The number should be lower due to items RSC included in the budget that remain with the town. The current assessment of \$8.335m creates a deficit of \$70,000 – 150,000.
- Budget Update – Lisa Gabree
  - Lisa created a balanced budget. The departments with personnel were level funded from FY2011. Therefore no layoffs are necessary.
  - The building maintenance department is increased to include a full time custodian.
  - Postage is reduced for historical average. DPW has its own postage and is included within its budget.
  - BM – How many employees are on unemployment being paid by the town?
    - LG – Not sure but the treasurer should know.
  - The reserve fund is at \$180,000, same as FY2011. However, Vocational Education may need a transfer in FY2012 again.
  - The Police Department is level funded and does include the replacement cruiser.
  - \$50,000 was included in Public Safety for Storm Water Funding. This amount should be moved to highway due to the nature of the spending. Though there is no enterprise fund for Storm Water some funding within the omnibus should appease the EPA.
  - Veteran's benefits are increased to \$108,000 due to higher number of veterans requesting assistance. The current estimate for FY2011 is \$116,000.
  - The library is level funded at \$447,701. The library will request a waiver. Lisa stated that libraries can receive a waiver and remain certified even if not all line items are reduced in the omnibus as stated by the library board of trustees. The library should receive the waiver as the state anticipates granting hundreds in FY2012. There is a catch up penalty for future funding. The three year average will include what amount should have been funded in the year of a waiver.

# Town of Ayer

## Finance Committee

### Ayer Massachusetts, 01432



- The Conservation Commission and Planning & Development have been level funded but broke out to two lines in FY2011.
- The IT budget has increased to \$75,000 as requested by the town administrator. The anticipated requirements of the department and funds required were created by Cindy Nixon. The wages will be \$65,000 and expenses \$10,000.
- The assessment from the Middlesex Regional Retirement Board is expected to decrease by \$146,282.
- The town administration of Ayer and Shirley will meet with the RSC to discuss the assessment. The assessment should decrease and be closer to \$8.2m.
  - CS – Who manages Vocational Education in FY2012
    - LG – The town manages Voc Ed in FY2012. The school has handled this in the past and they will have to be involved on some level to assist. This will be discussed at the RSC meeting.
- BM – The FinCom will not vote on the budget until the regional school assessment is finalized.
- Energy Committee Update – Mary Spinner
  - The town is having a stretch code hearing on March 23. This is the final step to achieving Green Community Status. A Green Community receives additional funding from the state for energy efficiency projects. The current grant is used to replace the oil burner at the waste water treatment plant.
  - The energy committee is discussing new windows for Town Hall. A request may be made for historical funds from Community Preservation.
- Capital Exclusion
  - Four questions are going to be presented on the April 25<sup>th</sup> ballot.
  - FinCom will have a forum on April 6<sup>th</sup> for public input in addition to a FinCom letter to the editor and presentation at Town Meeting.
- The Finance Committee will meet on April 8<sup>th</sup> to discuss and vote on the omnibus budget. The meeting will be 7pm at Town Hall.
- Reserve Fund Transfer
  - A RFT was received from the treasurer in the amount of \$75 for tax title expenses.
  - Motion to transfer \$75 from account 01132 57800 to account 01158 52000.

Motion	JR
Second	SH
B. Muldoon	Aye
J. Reich	Aye
S. Houde	Aye
A. Crowley	Aye
C. Sullivan	Abstain
Vote	4 - 0

- Reserve Fund Transfer Balance Account 01132 57800
 

Beginning Balance	\$136,959
RFT Tax Title	75
Remaining Balance	\$136,884

Motion to adjourn at 8:45pm

Motion	JR
Second	AC
B. Muldoon	Aye
J. Reich	Aye
S. Houde	Aye
A. Crowley	Aye
C. Sullivan	Abstain
Vote	4 - 0

**Town of Ayer**  
**Finance Committee**  
**Ayer Massachusetts, 01432**



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

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

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

Andrew Crowley, Member \_\_\_\_\_ Date \_\_\_\_\_

Connie Sullivan, Member \_\_\_\_\_ Date \_\_\_\_\_