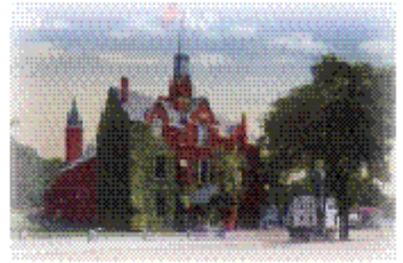


# Town of Ayer

## Finance Committee

### Ayer Massachusetts, 01432



Location: Ayer Town Hall, Meeting Room  
 Finance Committee Minutes

Wednesday June 8, 2011

Present: Brian Muldoon; Chairman, , Scott Houde; Clerk, Andrew Crowley; member, Connie Sullivan, member  
 Absent: Jesse Reich; Vice Chair  
 In Attendance: Pauline Conley, Mary Spinner, Stephanie Gietner, Bob Pedrazzi

Called to order at 7:00pm by Brian Muldoon

- Stephanie Gietner, Treasurer presented a Reserve Trust Transfer in the amount of \$14,500 for Unemployment Insurance
  - BM – Why was the budget line off so much
  - SG – The budget was set by my predecessor. The budget may have been set at .02% instead of the adjusted .03% which is the new amount.
  - BM – Lisa Gabree reviewed the budget and found the calculation for FY2011 was wrong. The budget for FY2012 should be correct.
  - SG – In 2009 the payment for unemployment was split from state tax. The caused a problem with the calculation and payments. The payments had to be in separate files and transmitted. However, the site would only accept one file at a time.
  - SH – Is the \$14,500 a correct estimate? Are we sure that we will not be transferring more than is needed?
  - CS – I would prefer to transfer the \$3,052 which is the known expense.
  - BM – There will be line item transfers in July to move budget money. I would prefer to give the \$14,500.
  - Motion to transfer from Reserve Fund the amount of \$3,051.79 to account 01913-51710 for unemployment tax

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

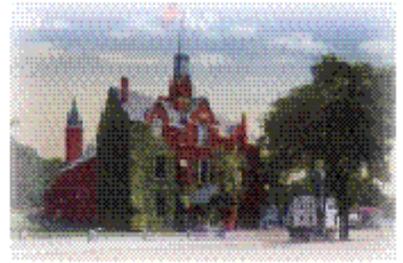
- Stephanie Gietner presented a RFT in the amount of \$2,865.00 for Tax Title Expense.
  - The invoice is due at the end of June. Stephanie is waiting for details from the lawyers handling Tax Title for the final amount due for FY2011. The RFT will be delayed until the June 22 meeting.
- Stephanie Gietner presented a memo from Middlesex County Retirement that the assessment will be lower for FY2012. This will create a surplus of approximately \$6,000. The treasurer requests that the part time person reduced in the FY2012 budget be reinstated. The Committee will discuss at the June 22 meeting.
- Chief Bob Pedrazzi presented a Reserve Fund Transfer in the amount of \$48,160.
  - BP – All employees are back to work at the fire station. The breakout of the \$48,160 includes wages, call pay, overtime, and full time call back. There is an insurance payment of \$10,571.43 to offset the expenses. There is a remaining 111F claim the town is pursuing legal action on the insurance company. The 48,160 is needed for the mid-month payroll.
    - Motion to approve RFT in the amount of \$38,015.71 to account 01220-51300 and \$10,144.29 to account – 01220-51100 totaling \$48,160.

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

# Town of Ayer

## Finance Committee

### Ayer Massachusetts, 01432



- Mail
  - Beacon, Municipal Advocate Newsletter, Budget Status from Lisa, Laws Related to Municipal Finance Book, and reappointment letters from Janet Lewis.
    - Andrew Crowley and Connie Sullivan will not seek reappointment from the BOS.
- Minutes
  - May 25 cancellation will be signed by BM due to cancellation.
  - Minutes for April 8 and May 11 are presented for approval
  - Motion to approve minutes for April 8, 2011 and May 11, 2011 as presented

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

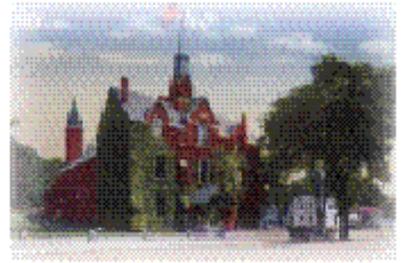
- Outstanding minutes are 1/12/11, 1/20/11, 3/09/11, 3/23/11

- Potential Reserve Fund Transfers from Lisa Gabree
  - Elections and Registrations - \$2,258
  - Vocational Education - \$133,000
  - Unemployment Compensation - \$11,407
  - Veteran's Benefits - \$1,110
  - Street Lighting - \$2,000
  - Public Buildings - ??
  - Tax Title - \$2,490+
- Summer Objectives
  - BM has requested a list of all outstanding water and sewer bills from the town clerk.
  - MS – For the town's fees, send a request to surrounding towns asking what their fees are. Send the request to department heads. Most towns will readily give that information.
    - CS – Request some assistance from town hall employees.
  - MS – The list of outstanding W/S bills has come down from the original \$280,000. The Town Clerk has not posted any properties in the newspaper for tax title.
- Open Forum
  - PC – A FinCom member will be needed for the Tax Increment Fund review committee.
  - MS – Does FinCom need to have a member on the insurance committee?
  - Next meeting June 22, 2011.

Motion to adjourn at 8:16pm

Motion	CS
Second	AC
B. Muldoon	Aye
J. Reich	Absent
S. Houde	Aye
A. Crowley	Aye
C. Sullivan	Aye
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 \_\_\_\_\_