

AYER FINANCE COMMITTEE MEETING

November 15, 2017 – 7:00 PM
Ayer Town Hall

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2018 FEB 15 AM 9:20



Present: Scott Houde, Chairman; Patrick Diamond, Vice-Chairman; Gregory Ketcham, Clerk; Chris Prehl, member.

Called to Order: 7:00 PM

New Business:

- a. Council on Aging – K. Swanfeldt
 - Ms. Swanfeldt discussed her staff and full/part time status of employees.
 - Discussed the work she does including van rides, meals, exercise classes, etc.
 - Estimated that the CoA impacts 300-450 residents each week.
 - Expressed desire in acquiring a new facility due to the current state of their building.
 - Has a new location in mind.
 - Ms. Swanfeldt just wanted this on our radar for the future, no proposed change to the budget at this time.
- b. FY2018 budget process
 - Key dates
 - 11/22/17 Capital Planning Submissions Due
 - 12/01/17 FY2018 Budget Memo
 - 12/22/17 Budget Submissions Due From Depts
 - FinCom Department Meeting Schedule
 - Will probably want to meet with Police, Fire, Town Manager, DPW, Library
 - Will wait to see which budgets have significant changes before deciding

Old Business: None

Mail: The finance committee received The Beacon, Municipal Demographic Data, and Notice from the ATFC regarding the online Finance Committee Handbook.

Minutes:

- a. Approve minutes from 10/25/17 as presented.
 - Motion – PD
 - Second – CP
 - In favor – SH, PD, GK, CP

Upcoming Business: None

Committee Updates:

- a. Capital Planning – Meeting soon.
- b. Executive Bi-Board – Meeting soon.

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M. Sawapala

Finance Committee Round Table:

CP asked about Regional Dispatcher with Shirley. SH will address it at the Executive Bi-Board.

Upcoming Schedule:

Athletic Field Discussion planned for 12/06/2017 at 7:00 PM.

Next regularly scheduled Finance Committee meeting tentatively set for 12/13/2017.

Motion to Adjourn: 8:17 PM

- Motion – PD
- Second – CP
- In favor – SH, PD, GK, CP

Scott Houde, Chairman

Scott Houde

Date: _____

Patrick Diamond, Vice Chairman

Patrick Diamond

Date: 12/15/17

Gregory Ketcham, Clerk

Gregory Ketcham

Date: 12/13/17

Chris Prehl, Member

Chris Prehl

Date: 12/13/17