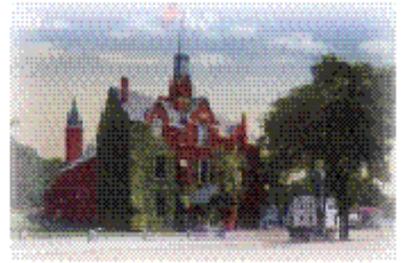


Town of Ayer

Finance Committee

Ayer Massachusetts, 01432



Location: Ayer Town Hall, Meeting Room
 Finance Committee Minutes

Wednesday June 22, 2011

Present: Brian Muldoon; Chairman, Jesse Reich; Vice-Chairman, Scott Houde; Clerk, Andrew Crowley, member (arrive 7:30);
 Absent: Connie Sullivan, member
 In attendance: Mary Spinner, Pauline Conley, John Kilcommins

Called to order at 7:00 pm by Brian Muldoon

- Reserve Fund Transfer – Tax Title Expense
 - Treasurer request \$1,905.00 for final legal expenses for FY2011. No additional expenses are anticipated.
 - Motion to transfer \$1,905.00 to account 01158-52000

~~Motion~~
~~Second~~
~~By Muldoon~~
~~Ay Reich~~
~~Ay Houde~~
~~Ab Crowley~~
~~Co Sullivan~~
~~Vote~~

- Mail
 - Town Accountant distribute year end memos for final FY2011 expenses.
- Minutes
 - Minutes presented for approval: 6/8/11, 4/13/11, 4/27/11
 - Motion to accept minutes of 6/8/11, 4/13/11, 4/27/11 as presented

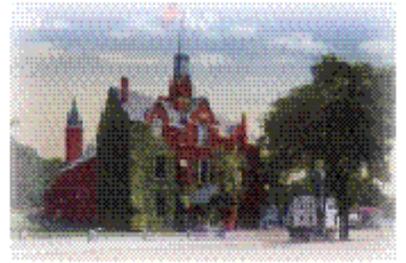
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~~Vote~~

- Minutes are up to date
- Potential Reserve Fund Transfers
 - Elections and Registrations: \$2,258
 - Vocational Education: \$133,000
 - Veteran Benefits: \$1,110
 - Street Light: \$2,000 (est)
 - Public Buildings: anticipated but not received
 - Unemployment Compensation: \$11,000
 - Board of Selectmen will not approve street lights until July when final bills are received.
 - FinCom and BOS will hold a joint session to approve line item transfers in early July
 - Line item transfers allow budget line items with funds remaining to line items with shortfalls. These require both BOS and FinCom approval.
- Outstanding Items
 - Possible Quint-Board with Shirley FinCom, BOS, Regional School Committee, Ayer FinCom and BOS. This is a modification of the TriBoard in Ayer.

Town of Ayer

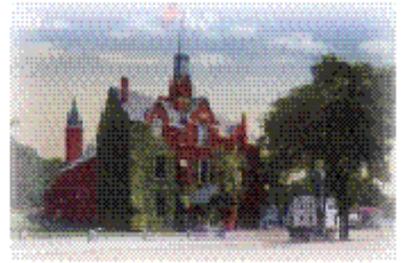
Finance Committee

Ayer Massachusetts, 01432



- Finance Committee appointments
 - Connie and Andrew are done after tonight.
- Line Item transfers
 - Possible dates for meeting with BOS are 7/12, 7/13, 7/14.
 - The next FinCom meeting is July 13.
- Rates and Fees
 - Request has been given to Robert Pontbriand to have the departments review their fees. These will be given to BOS and FinCom.
 - SH – Is the request for data only or recommendations?
 - BM – Not sure
- BM - Cost of Living and raises for FY2013 will cost \$50,000 for each percentage of increase.
 - JK – Net or gross of payroll taxes?
 - PC - \$50,000 seems high
 - BM will review will Town Accountant
- We need to look at balancing revenue with expenses. The shortfall for FY2013 is approximately \$100,000 from the 5 year model.
- The outstanding water and sewer bills were sent by town accountant from the MUNIS system. The amount is down to \$80,000.
 - MS – What about lien or collected property? BM to review.
- Financial survey is being tweaked for distribution in August. Current changes are a detailed explanation of GASB45 and adding departments for question 3 and 4.
 - The survey will be up on the website for 3 to 4 weeks from August to mid-September.
- Open Floor
 - MS – Business licensing is being looked at with economic developer David Maher. There has always been a requirement for business licenses but no follow up for renewals. This is a good way to get revenue for the town.
 - PC – Registered companies are available at the Secretary of State website for Massachusetts. Occupancy permits are required for businesses run out of the home.
 - PC – Rates and Fees committee is being appointed by the BOS. A member from the FinCom is needed.
 - Brian Muldoon volunteered
 - PC – A member from FinCom is also needed for the Tax Increment F?? (TIF) committee
 - Scott Houde volunteered.
 - MS – Constellation Energy will be at the BOS meeting on Tuesday to present a proposal for three solar farms in Ayer. No bid is needed since there is an existing contract with the town. There proposing two at the waste water treatment plant and one at the land fill cap.
 - PC – Energy Committee gets appointed after July 1. Jesse Reich is likely not to ask for reappointment.
 - BM – Robert Pontbriand suggested putting individuals appointed by FinCom (non FinCom members) on the other committees FinCom. These individuals would report back to FinCom.
 - PC – People were added to Community Preservation after it was passed due to the way to was passed. That led to a FinCom and BOS member being added. People can always make suggestions to the town governance committee.
- Motion to adjourn at 8:00pm

Town of Ayer
Finance Committee
Ayer Massachusetts, 01432



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

Brian Muldoon, Chairman _____ Date _____

Jesse Reich, Vice Chairman _____ Date _____

Scott Houde, Clerk _____ Date _____

Andrew Crowley, Member _____ Date _____

Connie Sullivan, Member _____ Date _____