

AYER FINANCE COMMITTEE MEETING

December 10, 2014 -- 7 PM
Ayer Town Hall

Present: Scott Houde, Chairman; John Kilcommins, Vice-Chairman, Pauline Conley, Clerk, Member Chris Meusel. Member Marianne Zawacki was absent.

Documents reviewed: Capital Planning notes
Committee Member Guide
Minutes of 10-22-14

Call to Order: 7 PM

New Business:

a. FY16 Budget

- i. Department Meeting guidelines** – general discussion will include
 - a review of last year's one-time increases and what was done with them
 - any unfunded mandates the department is facing
 - grants: what is available, what applications have or will be submitted

- ii. Other budget impacts:**
 - The Town of Shirley changed its ATM to April (4-27-2015). This will require the ASRSD to certify its budget in early March
 - New governor may delay FY16 budget
 - Non-union compensation study is still planned for presentation to ATM in May

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TOWN CLERK
TOWN OF AYER
2015 AUG -5 AM 7:50
Marianne Zawacki

Old Business: None

Mail: None

Minutes:

- 2-26-14 and 8-27-14 postponed
- 10-22-14: JK moved to approve as written/PC second. **Vote:** 3-0 (C Meusel abstained)

Upcoming Business:

a. 5 Year Budget Model
Will be distributed to FC, Town Acct, Town Admin and reviewed at the January RLC meeting

Committee Updates:

- a. RSBC:** No update
- b. Capital Planning:** JK distributed copies of his notes from the meeting earlier today
- c. Bi-Board:** two meetings held – nothing specific discussed. Town Admin is keeping the minutes
- d. Regional Leadership Cmte:** next meeting in January – not scheduled yet
- e. Personnel Board:** met last week
Revd compensation study – FY13 data needs to be correlated with FY14 salaries. Need an FY15 base salary to prepare for FY16 ATM. The new grid provides for a 2.5% step increase for all steps

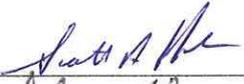
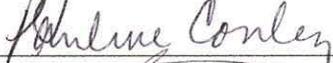
FinCom R/T: A Board/Committee Member Guide approved by the BoS on 12-2-14 was distributed

Open Discussion: None

Next Regular Meeting: 1-14-15, 8 pm

Budget Meetings: scheduled to occur every Tuesday, Wednesday & Thursday through January

JK motioned to adjourn at 7:48 pm/CM second. **VOTE:** unanimous

Scott Houde, Chairman		Date: <u>1/14/2015</u>
John Kilcommins, Vice Chairman		Date: <u>1/14/15</u>
Pauline Conley, Clerk		Date: <u>1-14-15</u>
Chris Meusel, Member		Date: <u>1/14/15</u>
Marianne Zawacki, Member	N/A	Date: