

JAN 09 2018

*Town of Lunenburg*LUNENBURG TOWN
CLERK OFFICE

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Finance Committee:

Terri Burchfield, Chairman

Mark Erickson, Vice-Chairman

Jay Simeone, Secretary

John Henshaw

Hannah Anderson

George Martin

Cindy Testa

Lunenburg Finance Committee ~~DRAFT~~
09-14-17

Location: Town Hall
 Present: Terri Burchfield, Mark Erickson, Jay Simeone, John Henshaw, Hannah Anderson, George Martin
 Absent: Cindy Testa
 Guest: Heather Lemieux – Town Manager. Karen Brochu – Town Accountant

1. Chairman called the meeting to order at 7:00 pm.
2. Comments:
 - a. Public: None
 - b. New Communications: The Chair circulated a "Notice of Decision" by the Planning Board that relates to 40 Pioneer Drive. There is a 20 day appeal period if any is aggrieved by the decision.
 - The Chair circulated the agenda for the Association of Town Finance Committee (ATFC) annual meeting this fall. work shop on October 21, 2017
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3. FY 2017 transfers: Request for a FY18 Salary Reserve transfer:

Transfer from the Salary Reserve to the Finance Director Town Accountant salary the amount of \$15,492.80.

And a transfer in the amount of \$480 from the Salary Reserve transfer to the Finance Director Town Accountant cell phone stipend. This is for the Town Accountant contract agreement.

Mark moved we approve the FY18 salary transfer as read. All in Favor 6-0
4. Town Financial Officers reports:

From the Town Assessor office: New Growth estimated at \$374K for Real Estate. This does not include the Personnel Property assessment that is being done by a contracted vendor. That figure is expected with in the next few weeks. New Growth should be certified by the Special Town meeting and then it will be available for appropriation this year.

Land Auction: \$37K net after expenses that will go to Free cash. Four out 5 properties sold. 5K low bid. \$15K high bid. One lot had potential encroachment issue. The Treasure/Collector's office is in the process of soliciting bids to survey the property.

Painting of Town hall. Bids to go out by next week. Color to be White with black shutters

Parker Elmore consultants to make a presentation regarding OPEB this fall.

Road salt bid came less than last year.
5. Review of minutes: 05-25-17

John motion as amended. Hannah seconded. Mark abstained.
6. Budget Goals and Opportunities:

Discuss Other Post Employment Benefits (OPEB) expectations:

There was board discuss around how to determine the cost of OPEB and is there a way to break out the OPEB cost between the Schools and the Town. The Town Accountant believes that the information provided to Parker for the year end report shows that. Approximately 90% of Town retirees are former school employees. How does funding OPEB effect the Town budget and school budget in different ways?

There are expenses incurred in support of the school system, but the burden is on the Town budget. So what is the true cost of education in Town? Breaking out the liability between Town and School would help, and breaking down the current cost between Town and School would help. The Schools are a more labor intensive service where a department like the DPW on the Town side is a more capital investment department. What is the Town's liability to fund OPEB? How do we fund OPEB without negatively affecting a department's budget. How does funding or not funding OPEB have an effect on the Town's bond rating. How do the bond companies look at OPEB liability and funding? The TM feels having some figure budgeted for OPEB is looked on favorably. The Town was able to fund OPEB for the first time this budget year. The Pension liability for Worcester county is another issue that the State is looking for Towns to fund.

7. Committee and Department Updates:

<u>Committee/Department</u>	<u>Update</u>
Public Access Cable—Teri Capital Planning—John H.	Making progress on changing the process. Took out projects that were funded in the operating budget or no longer need. Removed projects funded by FY18 town meeting. Shifted over some DPW project over to Library projects. To meet with Library Director to see which projects are needed. Met with the TM and discussed how to simplify the new spreadsheet.
Dept. of Public Works—John H. COA - Cindy	
Library—Terri	Meeting next week.
Police Dept - John H.	
Fire Dept - George	
Schools - Hannah	Security cameras at Turkey Hill Elementary are near completion
Monty Tech - Hannah	
Green Comm Task Force—Jay Sewer Commission Task Force—Jay	
School Bldg. Comm. - Mark	One meeting to close out the budget. Meeting to pay bills
Building Reuse - Mark	Charter review meeting. To meet the 2 nd and 4 th week of the month. Work on areas of concern. Not looking to overhaul it, just tweak it. The Charter is reviewed every 10 years. Bylaws are reviewed every 5 years.

8. Ongoing business:

Pavement management plan. Starting Summer Street soon.
Contract Commitments
Sale of surplus properties

9. Next meeting: 9-28-17
10-12-17

10. Adjournment: Mark made a motion to adjourn. John seconded the motion. The committee approved the motion 6-0 at 8:07 pm

Submitted by Jay Simeone

Attachments (0):