

Town of Lunenburg

Finance Committee:

Terri Burchfield, Chairman

John Henshaw, Vice-Chairman

Hannah Anderson, Secretary

Jay Simeone

George Martin

Marc Luescher

Michelle Walton

Location: Town Hall

Present: Terri Burchfield, John Henshaw, Hannah Anderson, Michelle Walton, Marc Luescher, George Martin, Jay Simeone

Absent: none

Guest: Heather Lemieux, TM.



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Lunenburg Finance Committee

01-10-19

1. Open Meeting:

The Chair called the meeting to order at 7:00 pm. This meeting is **not** being recorded and televised for re-broadcast on the Lunenburg Public Access cable channel.

2. Communications:

Public Comment:

Carol Archambault, 662 Page Street- Carol addressed how she attended a forum sponsored by 11 local school superintendents (including Lunenburg) describing the need for reform in the allocation of Chapter 70 funds. At the moment the formula to allocate Chapter 70 funds is 20 years old. The Senate, House, and Governor have made bills to blend into one to formulate a new Chapter 70 funding formula. From what Carol understood, it looked like more money would be coming to Lunenburg IF one of those funds came through.

The URL recording of this meeting is listed below under attachments

New Communications:

Terri read the Open Space and Recreation Plan letter of support to the committee and asked for any changes needed be spoken now so she can make them.

3. Review status of member projects, budget dashboard led by George Martin

Skipped

4. Review terminology and definitions for web site inclusion

Skipped

5. **Review last year's Warrant Letter; discuss format.**

Highlights at the end of each budget presentation for information for the town.

Finance Committee make sure to ask questions prior to the Budget Season ending.

Check with the Superintendent, Dr. Burnham, for space at the school as well as John Londa for Monday night availability.

Check with the Lunenburg Public Library for space as well for a snow day meeting possibility for PACC to broadcast from.

Michelle noted that she really liked how the 2018 Finance Committee Report listed out the highlights/changes by bullet points. Terri said we can continue to do that. Michelle noted that this was especially great for town members that are not always paying attention to the town government, but it was easy to understand if you are not following along.

6. **Committee/Department updates**

Committee	Department updates
Public Access Cable—Marc	
Capital Planning—John H.	1. CPC voted to recommend ATM approve 11 project requests 1,607 k. 2. Capital Planning Process: a. Spreadsheet worked well b. Capital Priority score: Collins Center scoring matrix from Heather 1. Organized in categories: Asset life, Cost reduction, Effect on revenues/efficiency, asset management. Improve Town services. 2. Lot of overlap with current spreadsheet, and additions-e.g. effect on revenues and expenses. 3. IMO needs simplification. 4. Next: Working on a summary to circulate to Heather and CPC. Touch base with Police, Fire, DPW w/ proposed changes.
Dept. of Public Works – John H	1. Snow & Ice budget \$257,000. YTD this week \$121,149. 2. Summer Street: Town Expenses: \$11,592.
COA – John H	
Library— Michelle W.	Martha Moore is retiring at the end of March. Martha and the board are struggling to understand how much money they have to spend of all of the money put into Bartholomew and how can they access it. Michelle needs to know how she can help them with this. Karen Brochu said she would send Michelle all the information and believes that the principle is non-expendable, but the interest is. Karen also said Martha should work with the treasurer.
Police Dept – Marc	Having a hard time to get to find people, even volunteers for the Police Department.

Fire Dept - George	Engine 4 pump went, original quotes were around \$28K to fix it but the expected price to fix it is \$14-15K. After this unexpected expense it is leaving the Chief with \$2500.00 in his budget for any other surprises that may come along and that includes his fuel for the trucks. He is expecting to come to finance for help for an approval on transfer funds from the reserve line. Also wanted to bring attention that in the spring is when he does his services on the trucks, the DPW does a lot of work to help with costs but they cannot do any of the electronic work which needs to be done through the factory. Currently he has one paramedic in training from the new hires, so far \$17K of that training has been covered but he will need more funding if something else comes up. As of January 1, 2019, Chief Sullivan has spent 60% of his overtime budget, 43% of that is just for firefighters and the rest went to EMTs. FY20 he is expecting to be above target request for the overtime funding and also for repairs. He did receive a grant this year for education for the public schools and senior center for \$7500.
Schools - Hannah	
Monty Tech - Hannah	
Green Comm Task Force—Jay	
Sewer Commission —Jay	
Charter Review Comm – Terri	Reviewed the work of the Charter Review Committee, the Public Hearing, and the changes being brought forward. Of most interest was the change in the language regarding Finance Committee appointments to require that appointees be registered voters. The Charter Review Committee discussed the change and the current status of having a member unable to register to vote. The consensus was that Terri would go back to the Charter Review Committee and express to them that while there seems a preference that members be registered voters, we have not seen a detriment having a member who is not. Terri also asked folks if they felt a particular way after thinking about it and wanted to write her, she would bring those thoughts forward.

7. Minutes

none

8. Town Manager/Financial Officer Reports

ClearGov 2018-2019 needs more adjusting for data and will not open until it is updated correctly.

Budgets were sent out. Departments will be meeting with Heather soon.

Michelle asked if FinCom would be able to have budget information prior to presentations. Heather, said we would have them the Tuesday prior to the meeting and has emailed all the departments already to let them know.

Hannah recapped on what Terri mentioned on the 12.13.18 meeting, if Finance Committee would have two public hearing meetings to discuss all warrant articles or if we should start early due to the charter and planning committee having some crucial articles. Terri mentioned that IF there are public hearings at the committee meetings that is already being presented otherwise then she is not sure how much time would really be necessary to discuss it at ours. She continued to say, in the past the finance committee only addressed the articles that had a fiscal year impact, it was not until Heather, town manager, came in read the charter and pointed out this is the public Hearing for the town meeting. We can raise the question if people have questions about those things to have someone available to answer those, but we don't necessarily need them to have a full presentation on it.

John mentioned to have it put on the agenda at the 1.24.19 meeting as to if we would have one or two public hearing meetings. There was mention it needed to be figured out by February, so Michelle mentioned to add it to the 2.7.19 meeting instead to give more time for the FinCom to discuss having more than one Public Hearing.

9. Public Comment

None

10. Next Meetings

- January 24, 2019

11. Adjournment

John made a motion to adjourn. Marc seconded the motion. The committee approved the motion 7-0 at 9:08pm

Submitted by: Hannah Anderson

Attachments:

<https://videoplayer.telvue.com/player/yyCAZPb0NN3zj2o5qio-YFMNC43NjCG/media/405218?autostart=true&showtabssearch=true>

LFC Support Letter(doc.)