

Town of Lunenburg

Finance Committee:

Terri Burchfield, Chairman
John Henshaw, Vice-Chairman
Hannah Anderson, Secretary
Jay Simeone
Michelle Walton
Peter Beardmore
David Passios



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Lunenburg Finance Committee

June 13, 2019 Meeting

Location: Town Hall

Present: Peter Beardmore, John Henshaw, Dave Passios, Jay Simeone, Michelle Walton

Absent: Hannah Anderson, Terri Burchfield

Also Present: Karen Brochu, Dir. of Town Finances

1. Call to Order:

- John Henshaw, Vice-Chair called the meeting to order at 7:00 pm. This meeting is *not* being recorded for broadcast on the Lunenburg Public access channel.

2. Communications:

Public Comment:

- John Henshaw recognized the contributions made by Dave Passios and Peter Beardmore to the Town's Memorial Day ceremony this past May 27th.

New Communications:

- Dave Passios said that the Board of Selectmen was considering advertising all prospective openings on boards and committees as open irrespective of whether an incumbent was running for another term.

3. Committee Reorganization Upcoming:

- At the first meeting of each new fiscal year the Finance Committee reorganizes. This will be at the July 11 meeting.
- Reorganization entails voting for a chairman, vice chairman
- , and secretary to serve a one-year term.
- All members on the committee are eligible to run for any of these positions.

4. Proposed Review of the Town's Financial Policies:

- Dave Passios had recommended in May that the committee review the Town's financial policies, especially the policy on borrowing. As a role of the Finance Committee is to make recommendations about the financial policies and as they have been in place for a few years now, the committee began this process at this meeting. At the meeting we all got printed copies of these policies to review. Links to the policies are on the Board of Selectmen page on the Town's website.
 - This committee can recommend changes to the policies and the Board of Selectmen will decide whether to adopt the recommendations.
 - The BOS has modified these policies over the years.
- This committee will continue the review when more members are present, probably at the July 11 meeting.

5. Committee and Department Updates:

Committee / Liaison	Update
Capital Planning—John H.	During a walking tour around Town Center, we saw cracked and rough sidewalk squares, inadequate handicap ramps, places where the sidewalk stopped, inadequate parking, poor signage among other shortcomings. Plans are for another walking tour at Town Center and one at Whalom.
Library— Michelle W.	Michelle will schedule a meeting on the library's capital needs with Muir Haman, library director, herself and John Henshaw.
DPW - John H.	None
Police Dept – No liaison	None
Fire Dept - No liaison	None
Schools & Monty Tech- Hannah A.	None
Green Comm Task Force—Jay S.	None
Sewer Commission —Jay S.	None
Land Acquisition Committee - Terri B.	None

6. Minutes: There were no minutes to review.

7. Town Manager/Financial Officer Report: None.

8. Committee Comment: Peter Beardmore suggested two topics to be scheduled for upcoming meetings, prior to the FY21 budget review process:

- Discuss strategies to address potential consequences of the Town's changing demographics at a joint meeting with the Board of Selectmen, particularly with respect to school enrollment in the coming years. Peter suggests inviting the Town's Land Use Director to attend to share insights he may have regarding new service demands we should anticipate from developments on Howard St. and Hollis Rd.
- Ask the Town Manager to present her process and methodology for building her budget proposal, and an ideal calendar for oversight and hearings with the BOS and Finance Committee. She could also provide insight into her evaluation process when looking at new requirements and how they are prioritized relative to anticipated outcomes, existing functions, available funds, compliance, etc.

9. Public Comment: None

10. Next Meetings:

- July 11, 2019 & July 25, 2019

11. Adjournment: Jay Simeone moved to adjourn and Michelle Walton seconded the motion. The committee voted 5-0 in favor. Meeting adjourned at 7:55 pm.

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