

Town of Lunenburg

Finance Committee:

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



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Lunenburg Finance Committee December 19, 2019 Meeting

Location: Town Hall
Present: Terri Burchfield, John Henshaw, Dave Passios, Peter Beardmore, Michelle Walton
Absent: Jay Simeone

1. Call to Order

- Terri Burchfield, Chair called the meeting to order at 6:30 (all expected members were in attendance).

2. Communications

- **Public Comment** – none

3. Informal Discussion with Fire Chief

- The board held an informal discussion with Chief Sullivan to discuss the operations of the Fire Department and upcoming budget expectations. Topics discussed include overtime, and effects of overtime from expanding full-time staff, motion to paramedic-status rescue service, costs of training, recruitment and retention of trained staff, collections for rendered services, changes in firefighting science.

4. Informal Discussion with DPW Director

- The board held an informal discussion with Mr. Rodriquenz, DPD Director to discuss operations of the DPD and upcoming budget expectations. Topics included expectation for level-funded budget (excluding pavement management), lack of resolution on funding for stormwater management mandates, maintenance of deteriorating buildings, vehicle maintenance management and reporting, the pavement management program (which is

due for revision), shared services with other departments (DPW is currently plowing the School Department due to staffing shortage), and snow removal.

5. Minutes

- November 7 – Dave Passios moved to approve, Jon Henshaw 2nd, unanimous approval
- November 14 – Dave Passios moved to approve, Jon Henshaw 2nd, unanimous approval

6. Town Manager Report

- The town finance director explained that the committee will be given access to our online budgeting software.

7. Committee Reports

- Dave Passios reported that the TCP redesign RFQ is out and there have been requests for 30 packets. Responses are expected by January 7th. Process for selection is in development.
- Jon Henshaw reported that the most recent meeting of the capital planning was cancelled. He anticipated their next meeting will be January 7th.

8. Public Comment - none

9. Next meeting

- **January 9 -**
- **January 23 -**

10. Adjournment

- Dave Passios motioned/ John Henshaw seconded; unanimous approval

