

Lunenburg Finance Committee Meeting Minutes
Bilotta Meeting Room
Lunenburg Town Hall
October 9, 2025

Present Members: Vice Chair Jean Russell, Clerk Tom Gray, Committee Member Tanya Dall, Committee Member Ana Lockwood, Committee Member Mike Rupp, Committee Member Jay Simeone

Absent Member: Chair Chris Menard

1. Call to Order

The meeting opened at 7:02 PM.

2. Pledge of Allegiance

3. Announcements

There were no announcements.

4. Public Comment

There was no public comment.

5. Town Manager & Finance Director Reports

Neither the Town Manager nor Finance Director were in attendance.

6. Current Business

a. Special Town Meeting Warrant

The Committee received the warrants a couple hours prior to this meeting.

Ana Lockwood has reviewed the warrants and noted there were 2 articles that stood out. One of the articles of interest involved the Personnel Committee. Ana Lockwood believes there needs to be more public input in this article as well as a change in language. This article has not been deliberated enough to make it to Town Meeting. The other article addresses the elimination of the APDC and moving their functions to the Historical Commission. There is concern because its bylaw took over 2 years to be drafted.

Tanya Dall reiterates that there doesn't need to be a vote tonight on what articles to push forward with. Tom Gray states voting on the articles will have to take place at the next Committee meeting.

Jay Simeone believes any articles with significant substance should be presented at the Annual Town Meeting

b. Upcoming Tri Board Topics

- i. School Budget Presentation
- ii. General Government
- iii. Unclassified
- iv. Debt Service

This meeting is scheduled to be held in late November. Mike Rupp requests obtaining all presentations prior to the meeting to review.

7. Old Business

- a. Prior Tri-Board Meetings
- b. Analysis of historical and current school budget data

Ana Lockwood has confirmed that the actuals for FY25 to FY26 show an 8% increase in school budget. In FY25 there was an override and a 4% increase.

Ana Lockwood is still awaiting some answers.

- c. Town Finance Policies review and discussion

Ana Lockwood states that the last charter review was in 2017 or 2018. During that review, there was a request to make the Town Accountant report to the Town Manager. The Town Accountant is to oversee records and transactions while the Finance Director runs the day-to-day operations. Over the years those 2 positions were merged. Ana Lockwood believes that this should be a conflict.

8. Minutes – July 8 (TriBoard)

There was a motion to approve the minutes from July 8, 2025, by Tom Gray, seconded by Ana Lockwood. All in favor.

9. Committee Reports

Mike Rupp states that the Master Plan Steering Committee has been meeting. They have created a questionnaire and sent them to all Boards and Committees looking for feedback. The Committee states they have not received a filled-out questionnaire from the Finance Committee. Mike Rupp will inquire with the Master Plan Steering Committee.

Tom Gray confirms that the Building Design Committee and the Superintendent met. There was discussion about the location of the central offices for the schools. The Superintendent will discuss further with the School Committee.

10. Actions and Topics for Future Meetings

Tom Gray suggests reaching out to the new finance personnel for the Town and the school to receive their feedback and any recommendations.

11. Important Dates & Upcoming Meetings

- a. Tri-Board Meetings –Oct 14, Nov 12, Dec 9, Jan 13
- b. Finance Committee – Oct 23, Nov 13
- c. Special Town Meeting – Nov 18

12. Public Comment

There were no comments from the public.

13. Adjourn

There was a motion to adjourn by Ana Lockwood, seconded by Tom Gray. All in favor.

The meeting closed at 7:55 PM.