



Finance Committee Meeting Minutes

April 28, 2014 7:00PM, Community Room

Tyngsborough Town Hall

Tyngsborough, Massachusetts

Members Present: Robert Mullin, Chairman (RM)
Darryl Wickens, Vice Chair (DW)
Scott Hammer, Secretary (SH)
Chris Mellen (CM)
Paul Morin (PM)

Attendees (joint session): Michael Gilleberto, Town Administrator
Nina Nazarian, Assistant Town Administrator
Kerry Colburn-Dion, Finance Coordinator
Therese Gay, Administrative Assistant
Karyn Puleo, Board of Selectmen
Robert Jackson, Board of Selectmen
Rick Reault, Board of Selectmen
Corliss Lambert, Board of Selectmen

DW made a motion to come into session at 7:15 pm, SH seconded all in favor 5-0-0.

Joint Meeting with Board of Selectmen

Supporting documents

Draft warrant articles dated 28 April 2014

Item A: Debt Exclusion for Road Repairs / Reconstruction – Initial Discussion

This item was deferred to Monday May 5, 2014.

Item B: Annual and Special Town Meeting Warrant Article Review

1. Pedestrian Safety Bylaw

Article 34 was deferred to the Monday May 5 Agenda

2. Government Study actions

Articles 28, 29, 30, 31, and 32 were deferred to the Monday May 5 Agenda.

3. Demolition By Neglect Bylaw

Article 33 was deferred to the Monday May 5 Agenda.

4. Street Opening Bylaw

Article 35 was deferred to the Monday May 5 Agenda.

5. Financial Articles

Article 26. To see if the Town will vote that the following sums be appropriated or reserved from estimated annual revenues of the Community Preservation Fund for the fiscal year 2015, with each item to be considered a separate appropriation, for the payment of administrative expenses of the Community Preservation Committee, debt service, community preservation projects, and all other necessary and proper expenses.

Appropriations:

Admin Expenses	\$30,000
Long Term Debt Services	\$40,000
Interest on Long Term Debt	\$800
Lake Mascuppic Weed Control Program	\$6,000
Interest on Short Term Debt	\$49,931
Total CPC Appropriations	\$126,731

Reserves:

To Reserve for Historic Preservation	\$60,000
To Reserve for Affordable Housing	\$60,000
To Reserve for Open Space	\$60,000
FY2015 Budgeted Reserve	\$180,000

or take any action relative thereto.

Submitted by the CPC

Ed Smith, Chairman of the CPC came forward and presented Articles 26. This article is a routine financial article for the operation of the CPC

DW made a motion to recommend Article 26, seconded by SH. All in favor 5-0-0.

Article 27. To see if the Town will vote to appropriate by transfer from existing Community Preservation Unbudgeted Reserve a sum of \$155,000 for the purchased of 8 acres of land and associated procurement costs for the property located at 68 Bowers Avenue, or take any other action relative thereto.

Submitted by the CPC

DW made a motion to recommend Article 27, seconded by SH. All in favor 5-0-0.

Article 25. To see if the Town will vote to authorize the Board of Selectmen to enter into Lease/Purchase Agreements up to five years to purchase equipment for Town Departments. Said contracts shall be subject to annual appropriations, or take any other action relative thereto.

Submitted by: Board of Selectmen

DW made a motion to recommend Article 25, seconded by SH. All in favor 5-0-0.

Article 24. To see if the Town will vote to authorize pursuant to the authority granted under Massachusetts General Laws Chapter 44, Section 53E½ the following revolving funds for the purpose of receiving fees and making disbursements in connection with the duties of the following town entities or as so specified below, and that any surplus revenue accumulated in

FY 2014 and FY 2015 shall remain in the revolving accounts for each of the following town entities:

Fund	Programs & Purposes	Departmental Receipts	Authorization	Maximum Annual Expenditure
Fire Department	Fire programs and materials	Hazmat fees	Board of Fire Engineers or designee	\$20,000.00
Recreation Committee	Recreational programs and activities	Fees collected from participants	Board of Selectmen or designee	\$120,000.00
School Field Use Committee	Field maintenance	Field use fees	School Field Use Committee or designee	\$50,000.00
Recycling Committee	Recycling programs and materials	Fees collected from participants	Board of Health or designee	\$ 7,000.00
Board of Health	Collection and disposal of bulky items and appliances	Fees collected from participants	Board of Health or designee	\$30,000.00
Board of Health	Reimbursement program for Medicare Plan members	Medicare Reimbursements	Board of Health or designee	\$ 6,000.00
Conservation Commission	Conservation Commission Activities	Fees from local Wetland Protection By-law	Conservation Commission or designee	\$ 5,000.00
Sealer of Weights and Measures	Inspection activities	Fees collected from participants	Board of Selectmen	\$ 3,000.00

or take any other action relative thereto.

Submitted by: Town Entities as shown

DW made a motion to recommend Article 24, seconded by SH. All in favor 5-0-0.

Article 23. To see if the Town will vote to certify the Chapter 90 apportionment for Fiscal Year 2015 of up to \$405,035 as an available fund to be expended by the Board of Selectmen, or take any other action relative thereto. Submitted by the Board of Selectmen.

DW made a motion to recommend Article 23, seconded by SH. All in favor 5-0-0.

Article 19. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Sewer Commission to operate the Sewer Enterprise for Fiscal Year 2015 as follows: That the following sums be appropriated:

Salaries	\$236,009
Expenses	\$705,018
Capital Outlay	\$66,750
Debt	\$97,783
Indirect Cost to General Fund	\$84,695
Total	\$1,792,254

That \$1,707,559 be appropriated from the Sewer Enterprise fund:

Department receipts	\$1,192,457
Retained Earnings	\$559,797
Total	\$1,792,254

That \$84,695 be included in appropriations from the General Fund for indirect costs and be allocated to the Sewer Enterprise for funding, or take any other action relative thereto.

Submitted by the Sewer Commission

DW made a motion to recommend Article 19, seconded by SH. All in favor 5-0-0.

Article 18 was deferred to the Monday May 5 Agenda.

Article 16. To see if the Town will vote to become a member in the Central Massachusetts Mosquito Control Project for a minimum of three year period, pursuant to Massachusetts General Laws Chapter 252, Section 5A and other applicable sections of said law, or take any other action relative thereto.

Submitted by the Board of Health.

The Board of Selectmen and the Finance Committee agreed that a funding source should be identified to pay for the CMMCP membership. A vote on the article was deferred to the Monday May 5 Agenda.

Adjournment

DW made a motion to adjourn at 8:19 PM, seconded by SH. All in favor 5-0-0.

Prepared by: Scott Hammer, Finance Committee Clerk