



Finance Committee Meeting Minutes

October 8, 2015 7:00 PM, Meeting Room 1

Tyngsborough Town Hall

Tyngsborough, Massachusetts

Members Present: Darryl Wickens, Chair (DW)
Burt Buchman, Vice Chair (BB)
Paul Morin (PM)

Members Absent: Marie Lambert, Secretary (ML)
Chris Mellen (CM)

Attendees: Curt Bellavance, Town Administrator

PM made a motion to come into session at 7:05 pm, BB seconded. All in favor 3-0-0

Item 1: Government Study Committee

The Committee is putting together a draft organizational chart broken out into categories: Administration, Finance, Community Services, Community Development, Public Works, Public Safety, and Inspections. The Committee wants to create a pyramid business organizational structure instead of the present flat organizational structure. Have BOS making less appointments. Create a stronger Town Administrator position. They are proposing to go to the state legislature for a special act. This is recommended by Attorney Zaroulis also.

BB related that the Committee proposes that the Fincom be appointed by the Town Moderator. BB believes this should stay as an elected committee.

The Committee will be meeting with all the departments in the above categories over their next several meetings. Finance is scheduled for October 20th at 6:30 at Town Hall. Fincom is invited to attend and provide feedback.

The Committee will be drafting a final report to present to the BOS in December. Then their recommendations would go to Town Meeting and town election for a vote.

Item 2: Budget Timeline

The Town Administrator related that building permits pick up in May. DW has asked our committee to put together a list of our priorities. He related a priority of getting more help for the Finance office as one example. He will send out a template to the Fincom members to fill out and discuss at our next Fincom meeting.

Item 3: Economic Development Self-Assessment

This meeting will occur on October 15th at 7:00pm at Old Town Hall. Northeastern will be running this. Town had 270 questionnaire. We will provide feedback. This will compare us to other communities. Pick out the town's strengths and weaknesses. NU will put together a final report.

Item 4: Other Business

Assistant Town Administrator – there are 48 applicants. Subcommittee will be reviewing resumes next week.

David Machado – will be leaving. Will do some PT IT work. Media person will be funded from cable money. Will need an IT person.

School roof - \$1M under budget. Boiler is one. Roof curtain will be done.

Street Paving – came in under budget. Cost of asphalt dropped. October 21st will have a trail hearing for the drainage design of Mascuppic Trail.

Vehicular surplus – 22 vehicles to get rid of. October 15th and October 22nd will be walk-by. October 27th will be the sealed bids.

Free Cash – DOR is behind due to the number of early retirements taken.

5 Industrial Way – property going out to bid.

Net Metering – town signed for net metering credits. State has to extend program.

Liquor licenses in state Senate.

First Parish Church – putting together an RFP. Patch up roof for the winter.

CPC – Winslow School was broken into this summer. Not enough money to put in carpets or new ventilation system. Will put in a cheap alarm.

Building Study – meeting was cancelled.

No movement on Barn.

40R – Frost & Lakeview – veteran's home. Peter Nicosia id a presentation.

Adjournment

BB made a motion to adjourn at 7:55 pm, seconded by PM. All in favor 3-0-0.

Prepared by: Burt Buchman, Vice - Chair