

**FINANCE COMMITTEE MEETING
MINUTES OF OCTOBER 27, 2009**

Attendance:

Present: Allen McRae
Alvin Rasmus
Dick Montminy
Eliot Putnam
Fred Faulkner
Ken Adam
Tyler Gray

Also attending: Alex McCurdy, Chairman, Board of Selectmen
Bonnie Holston, Director, Finance and Budget
Diane Bemis, Superintendent of Schools
Jim Karr, Board of Selectmen
Joe Knox, Vice-Chairman, Board of Selectmen
Keith Bergman, Town Administrator
Nancy Mizzoni, School Committee
Savas Danos, General Manager, Electric Light & Water Depts.
Shawna Stea, Vice Chairman, School Committee
Steve Venuti, Town Treasurer

Meeting opened at 7:00 PM in Room 103, Shattuck Street Building.

Executive Session: 7:02 PM

Ken Adam made a motion to go into Executive Session, for the purpose of discussing strategy with respect to collective bargaining agreements, after which the open meeting will reconvene. Fred Faulkner seconded.

A roll call vote was taken:

All those in favor:

Allen McRae
Alvin Rasmus
Dick Montminy
Eliot Putnam
Fred Faulkner
Ken Adam
Tyler Gray

Those opposed: None

Upon return from Executive Session: 8:00 PM

Finance and Budget Director update:

Bonnie Holston presented the Warrant for the November 9th Special Town Meeting, After discussing each financial item, the following recommendations were made:

Article 1 – Bills of Prior Years: Fred Faulkner moved, Tyler Gray seconded to support this article.

Voted: Article supported by unanimous consent.

Article 2 – FY 2010 Budget Amendments: Ken Adam moved, Tyler Gray seconded to support this article.

Voted: Article supported by unanimous consent

Article 3 – Community housing – Pine Tree Park: Tyler Gray moved, Ken Adam seconded to support this article.

Voted: Article supported by unanimous consent

Article 4 – School Grant Funds: Ken Adam moved, Eliot Putnam seconded to support this article.

Voted: Article supported by unanimous consent

Article 5 – Easement: Bulkeley Road – not a FinCom issue

Article 6 – Capital Improvements – presentation by Savas Danos. Tyler Gray moved, Fred Faulkner seconded to support this article.

Voted: Article supported by unanimous consent

Article 7 – Lease at 39 Ayer Road – presentation by Savas Danos. Eliot Putnam moved, Alvin Rasmus seconded to support this article.

Voted: Article supported by unanimous consent

Article 8 – Road Acceptance : Sleigh Ride Lane – not a FinCom issue.

2011 Budget – Bonnie expects to hear the status of any additional reductions in State aid to municipalities by Friday, October 30, the results of which will dictate 2011 budget levels for all town departments.

10 Year Capital Plan – Bonnie presented the first draft of a “10 Year Capital Plan Requests – Procurement Schedule,” representing requested funding by department through fiscal 2020. The approval of only \$292K in Capital items in 2010 (excluding the Russell Street School) has pushed previously requested procurements into 2011 and 2012. The impact of these deferrals is particularly felt in the Highway and Fire Departments.

Library staffing – Limitations placed by the town-wide hiring freeze and anticipated budget cuts have put the library in a position where it may not continue to meet the criteria to be certified by the Board of Library Commissioners to receive State Aid to Public Libraries. Dick Montminy and Ken Adam will address the matter with the library trustees, requesting that the trustees apply for a waiver due to continued statewide financial hardship.

Town of Littleton Investment Policy – After a presentation by Steve Venuti, Fred Faulkner moved, Dick Montminy seconded to recommend that the selectmen accept the Town of Littleton Investment Policy, as prepared by Steve Venuti.

Voted: unanimous recommendation to accept the Investment Policy.

As required by the Investment Policy, Steve also presented to the FinCom the town’s cash statements for the q/e 9/23/09.

Budget schedule: At the request of Maren Toohill, Town Planner / Permit Coordinator, the departmental budget schedule will be modified so that the land use departments all meet with Fincom for budget discussions on the same night. Allen will post the changes.

Approval of minutes: Ken Adam moved, Tyler Gray seconded, to approve the minutes of the July 14, 2009 Finance Committee Meeting.

Voted: Approved by unanimous consent.

Next Meeting: The FinCom will next meet at 6:30 PM, in the Middle School Gymnasium, prior to the Special Town Meeting.

Motion to adjourn made by Dick Montminy, seconded by Eliot Putnam.

Voted: Approved by unanimous consent.

Meeting adjourned at 9:05PM.