



TOWN OF NORTH ANDOVER
FINANCE COMMITTEE
Meeting Minutes
Meeting Date: 1 October 2009

Meeting Location: Town Hall, Second Floor
Conference Room

Meeting Called to order: 6:35 PM

I. FinCom Members in Attendance

Mark Rodgers-MR, Chairman	X	Bahrawy Ramsey -RB	X
Peter Besen-PB, Vice Chairman	X	Bonnie Wilkinson-BW	X
Ben Osgood-BO	X	Carlos Bielicki-CB 7:07	X
Jean Sullivan-JS	X	Thom Dugan-TD	
Alan Lebovidge-AL		Herb Cunha-HC, Minutes	

Non FinCom Members in Attendance

OTHERS: Lyne Savage

Note: All FINCOM votes are subject to change upon receipt of new information.

II. Previous Minutes Approved

N/A

III. New Business

AGENDA ITEM: 3.1 Discussion of FICNOM Top Priorities for the year

Discussion:

- MR: Opened the discussion with a review of current thoughts on priorities
- BW: Agreed to continue to create a FINCOM orientation manual to help new members of FINCOM
- MR: Discussed his thoughts regarding splitting the current role of Lyne Savage into two roles headed by two people.
- PB: Discussed having FINCOM continue to maintain and present a five year financial forecast for the town
- JS: Discussed having department heads directly review their budget priorities in person with FINCOM to give FINCOM better visibility into each of the departments needs.
- MR: Discussed progress with standard budget formats for CIP and other department expense budgets
- MR and RB: Discussed the benefit of last years TV presentation to the town on budget issues and expressed interest in repeating this year
- BO: Expressed interest in having the town hire a dedicated facility director in order to save money

Vote Taken:

RB made a motion that the FINCOM strongly recommends that the town hire a facility director.

Second: BO Vote: Yes, Unanimous

Vote Taken:

BO made a motion that the FINCOM adopt the following priorities for FY11:

- 1) Department heads to present their budgets in person to FICNOM**
- 2) Update and present the five year town forecast**
- 3) Enforce the used of standard budget submission format for expense budgets and CIP requests**

Second: RB Vote: Yes, Unanimous

AGENDA ITEM: Quinn Bill

Discussion: -MR: Reviewed with FINCOM the status of the state backing away from funding their share of the Quinn Bill and it's impact on the town.
 -MR: Summarized letter from the towns labor counsel with regard to same issue and the decision of the BOS. He indicated that the BOS had decided to fund the shortfall from the Quinn Bill for this year only and made no commitments or decisions with regard to future years.

AGENDA ITEM: **Suburban Coalition meeting report**

Discussion: -MR: Attended suburban coalition meeting and reviewed some of the highlights of that meeting:

- The state is projecting large revenues shortfalls for the current fiscal year
- It is possible these shortfalls could affect state aid to the town during this fiscal year
- The governor will try to absorb shortfall without hitting local aid
- Beyond this year the state had raiding many reserve funds such that the state is not operating with a structural balanced budget. This spells trouble for future years

New Business: **Free Cash report**

Discussion: Lyne Savage: Reviewed letter from state which certified free cash to town as follows:

- General Fund: -\$71,000
- Water Enterprise Fund: -\$112,060
- Sewer Enterprise Fund +\$136,158
- Stevens Estate - \$91,380

V. Adjournment

Motion: BO
Seconded: RB

Unanimous
Time: 7:59 PM