Finance Committee Minutes
Room 5
March 2, 2011

Present: Ms. Hurlbut, Mr. Wolpin, Mr. Johnson, Mr. Kirby, Mr. Mastascusa and
Mr. Veneziano
Absent: Mr. Kelliher, Mr. Pulver and Mr. Blanchette
Guests: Mr. Tassone, Finance Director and Mr. Balukonis, Town Administrator

Mr. Wolpin, Acting Chairman, brought the meeting to order at 7:00 pm.

Minutes

**Mr. Mastascusa moved to approve the minutes of November 17, 2011, as presented,
seconded by Ms. Hurlbut; and voted 5-0-1, Mr. Kirby abstained.**

**Mr. Mastascusa moved to approve the minutes of January 26, 2011, as amended by
Mr. Kirby, seconded by Ms. Hurlbut, and voted 6-0.**

Town Administrator's Report

Quinn Bill – Mr. Balukonis said the amount the Town has figured will be owed for the
Quinn Bill is $427,000 for the period 7/09 – 6/11 which goes toward the base rate, the
O.T. rate, and detail rate. Mr. Balukonis submitted a detail sheet outlining the amount.

Overlay Reserve - Telephone Company appeal – The Telephone Company is appealing
their having to pay taxes to the town. Mr. Balukonis said the filing for abatements
deadline has passed.   Mr. Kirby asked if the telephone company has been paying their
taxes. Mr. Balukonis said they weren't paying at first and then a bill went through the
state and they started paying (during an appeal taxes still have to be paid until a decision
is made) Mr. Tassone is not sure how much would be owed if an abatement were denied.
Mr. Tassone will look into it further and send an email out to members.

Mr. Wolpin asked about the $80,000 under Employee Benefits and $50,000 under P/L
Insurance. Mr. Balukonis explain that those are amounts put aside if eligible employees
were to join in benefits. Mr. Balukonis and Mr. Tassone were very confident on the

$427,000 figure, but the Police Department representatives say the figure is not right, but fail to provide another amount.

Mr. Mastascusa moved to recommend positive action of Article 1 of the Special Town Meeting for the Quinn Bill in the amount of $427,000, funds coming from Employee Benefits, $80,000, P/L Insurance, $50,000 and Overlay Reserve, $297,000. Mr. Kirby seconded the motion; and it was voted 6-0.

DPW Latest Snow Report – Mr. Balukonis advised members that the town is still owed $130,000 from the government for flooding from the last storm and a bill has been submitted to the state for the January storm for $200,000 during the State of Emergency. The FY11 budget has $175,000 applied to snow and ice. Mr. Tassone said the account is over by $713,000 minus $125,000 held in reserve, leaving a balance of $588,000. DPW is showing a figure of $668,875.91. Mr. Tassone was asked to confirm the figure with DPW and to come to an agreement. Mr. Tassone said his figures may include materials and repairs. Mr. Kirby asked what was available for funding options. Mr. Balukonis said $727,000 from free cash, Ch. 90 money and department transfers.

Budget Calendar – May 9th is the last day for the Board of Selectmen to sign the warrant. Water Rates – Water rates are being reviewed, Water Commission meeting on March 3rd. Mr. Kirby asked if it is known what the Andover rate increase will be. Mr. Balukonis said they are in negotiations.

Finance's Director's Report

Budget Overview – Mr. Tassone showed the breakdown of fixed costs between the Town and Schools. Mr. Kirby said the figures shown are close to the percentage split and should be shared "pre-split". Also included in Mr. Tassone's report were grant details.

Ms. Hurlbut asked Mr. Tassone to look into fuel costs to determine whether a fuel reserve fund is necessary.

Capital Improvement Policy – Mr. Mastascusa distributed a copy of the newly improved Capital Improvement Policy worked on by him and Mr. Blanchette. Feedback was given from Board of Selectmen Mr. Prisco and Mr. Delaney and Karen Errichetti, from the School Committee and made into the Executive Summary

The next meeting is scheduled for March 14, 2011 prior to the Special Town Meeting.

The meeting adjourned at 9:15 pm

Approved _____ Dated _____