

## Finance Committee Minutes

Date: 8/30/16  
Start Time: 7:00 PM  
Location: Ashland Town Hall, 101 Main Street, Ashland, Massachusetts  
Conference Room A

### Members Present

Dan Conroy  
Maribeth Morrissey  
Jack Walsh  
Ryan Turncliff  
Scott Warnetski  
Jonathan Moore

### Guests Present

Michael Herbert  
Brittany Iacaponi  
Beth Rosenblum  
Roberta Soolman

### Agenda

1. Chair called meeting to Order at 7PM
2. Town Manager and Finance Director gave oral presentations. Discussion ensued. Major topics addressed were:
  - a. Review of e-mail memo from Jim Adams, Superintendent of schools (attached)
    - i. High School boiler replacement cost \$365,000 –
      1. see memo for appropriation of funds
    - ii. Mindess Boiler Project. Cost TBD depending on engineering
      1. Grant is for \$225,000
    - iii. Cherry Sheet Adjustments – see memo
      1. Addition of >100 kids to school system; increase funding of \$206,000
      2. Reduction in charter school payments of \$289,000
      3. Split 70/30 schools/government.
    - iv. Town Meeting Articles
      1. School theft from Henry E. Warren school of >\$20,000. Funds recovered and placed into a special account; needs to be moved back to the appropriate account at Town Meeting
    - v. FEMA Snow Reimbursement School: department made snow removal payments from existing budget in 2015. FEMA funded ~\$270,000 for snow and ice removal; the amount not directly attributable to roof snow remove (returned to schools) will go to Free Cash
  - b. Free Cash account update: Remaining funds in Free Cash will be approximately \$2M before funds transfer for school boiler projects (see a.i. above). Free Cash account is elevated due to revenues from New Growth (eg: RTD). This was not built into forecast. End of year transfers from Free Cash to appropriated funds per Town policy.
  - c. FY2018 Budget Development Calendar review (attachment)
    - i. Prepared by Brittany

- ii. Annual Budget Letter prepared by Finance Committee to be sent Mid to late Sept.
- iii. Final Budget to receive budget January 18, 2017.
- iv. FinCom Budget Hearings to be requested from the following departments:
  - 1. Schools (Chair to discuss timing of meeting with School Superintendent)
    - a. Suggestion that members of FinCom attend School Committee budget hearings to listen and for information purposes
  - 2. Keefe Tech
  - 3. Police
  - 4. Fire
  - 5. DPW
  - 6. Library
  - 7. Council on Aging/Recreation/Youth and Family Services
  - 8. Municipal (all other)
- v. Budget hearings are to be televised/recorded; Brittany to explore what days the BOS room in Ashland Town Hall is available, ideally 1-2 Tuesdays in January; a single long meeting is preferred; departmental information to be requested at least 1 week prior to the respective budget hearing)
- d. Presentation of “Town of Ashland Unexpected/Unencumbered Funds, Fiscal Year 2016” (attachment)
  - i. \$1,076,594 to Free Cash
  - ii. Additional funds from RTD, FEMA, etc. to total of approx.. \$2,000,000

NO VOTES WERE TAKEN

- 3. Discussion of the 2016 Economic Development approval of \$350,000 for the Riverwalk (Beth Rosenblum; Roberta Soolman):
  - a. Riverwalk estimated costs are \$700,000
  - b. Bonded but not granted yet; currently an earmark in the bond bill; will be deposited upon receipt into an account upon receipt pending vote by State Legislature.
  - c. Documents handed out at meeting: “The Riverwalk Trail Enhancement Project” and “River Walk Project” map (attached)
  - d. Creation of handicap ADA accessible in Town of Ashland; highest priority
  - e. Planned in 4 phases; not necessarily sequential.
  - f. Project is already permitted through State, local, EPA and Army Corp or Engineers.
  - g. Bridges are the most expensive aspects of the project.
  - h. Will look for additional grant funding in addition to possibility of CPA funds
    - i. Suggestion to look for ADA specific funding

NO VOTES WERE TAKEN

4. The Committee discussed scheduling for the next 12 months (All dates subject to change).
  - a. Next Meeting – September 20, 2016, 7 PM
    - i. Budget Letter
    - ii. Begin process of planning for upcoming Fall 2016 Special Town Warrant (November 28<sup>th</sup>, 2016)
  - b. October 4<sup>th</sup>, 7PM
  - c. November 9<sup>th</sup>, 7PM
    - i. Review of Town Meeting Articles
  - d. December 6<sup>th</sup>, 7PM
  - e. January budget hearings will be scheduled based on availability of rooms for televised/recorded meetings.

NO VOTES WERE TAKEN

5. The Committee discussed the form and content of Town Meeting presentations (attachment)
  - a. Review of “Fall 2016 Special Town Meeting Warrant Timetable”  
Discussion:
6. The Committee discussed possible goals for upcoming year
  - a. [Topic held. Discussion to be held at a future meeting.]
7. The Committee discussed what it hoped for from the Liaison Committee this year
  - a. The purpose of the meeting is to engage BOS, School Committee, Finance Committee and the Town Manager in a single forum; attended by Chair and Vice Chair (or delegate).
  - b. Issues pertinent to the Finance Committee will be presented by the Finance Committee delegate to the Finance Committee at a subsequent meeting.
  - c. Future Liaison Committee to be scheduled (date TBD)
8. Approve outstanding Minutes:
  - a. Review of meeting minutes from August 2, 2016
    - i. Adding Maribeth’s last name
    - ii. Adding that the meeting was recorded.Moved to Approve with aforementioned changes: Maribeth Morrissey  
Second: Dan Conroy  
Vote: 5-0

Adjourn: 8:45PM

#### List of Documents Presented at Meeting

1. Memo from Jim Adams, Superintendent of Schools to Michael Herbert, Ashland Town Manager, August 23, 2016. Re: **Recap of Meeting of August 22, 2016**
2. Town of Ashland, MA – FY2018 Budget Development Calendar
3. Town of Ashland Unexpended/Unencumbered Funds Fiscal Year 2016

4. The Riverwalk Trail Enhancement Project
5. 2016 Fall Special Town Meeting Warrant Guidance; from Ashland Board of Selectman