

# Town of Lunenburg

Finance Committee:  
Mark Erickson, Chairman  
Brian Laffond, Vice-Chairman  
Martha McDonald, Secretary  
Barbara Reynolds  
John Male  
Scott Gile



*Mark Erickson*  
6/14/12

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**JUN 15 2012**

**LUNENBURG TOWN  
CLERK OFFICE**

**Lunenburg Finance Committee  
Minutes  
May 10, 2012 DRAFT**

Location: Town Hall  
Present: Mark Erickson, Brian Laffond, John Male, Barbara Reynolds, Scott Gile, Martha McDonald (Arrived 7:40)  
Absent:  
Attendees: Karen Brochu

- 1) Meeting called to order by the Chairman at 7:02 PM
- 2) Communications
  - 3 Talent Bank forms have been submitted.
  - Current members' terms are:
    - Mark E and Martha M. appointments are expiring June 30, 2012.
      - Mark E. will ask to be re-appointed for a full 3 year term.
      - Martha M. has not decided about asking for re-appointment.
    - John M. and Barbara R. are appointed until FY2013.
      - Barbara R. indicated she is considering resigning at end of FY2012.
    - Scott G. and Brian L. are appointed until FY2014.
- 3) Minutes Review
  - Minutes of March 27, 2012 were approved 5-0.
  - Minutes of April 5, April 26, and May 5, 2012 were tabled to re-word recommendations made.
- 4) Committee / Department Liaison reports:
  - Capital Planning – a request to fund painting of Town Hall was received, off schedule. Will likely be postponed.
  - Sewer Department –
    1. The amount of the Town's share of Sewer Start-up expenses (Similar to betterment) was never nailed down.
      - a. The Total Obligation must be calculated – Estimated at \$1.2M
      - b. The Town made some transfers to the Sewer Enterprise Fund. That amount must be determined.
        - i. Town Manager, Town Accountant and Sewer Enterprise Admin will meet to finalize.
        - ii. There is currently ~\$450K in Retained Earnings.
    2. Definitions:
      - a. Betterment (fee) is the amount owed by property owners at the time of original sewer installation.
      - b. Privilege Fee is similar to Betterment, but is amount owed by property owners for subsequent access.
      - c. Connection Fee is the fee to actually connect to the Sewer
        - i. Currently \$2000 for Lunenburg Residents.
        - ii. Currently ~\$1800 of that goes to Fitchburg or Leominster fees.
      - d. User Fee is the monthly amount based (on water usage).
      - e. The Capital fund is maintained to support Capital improvements
        - i. Fitchburg is currently planning improvements to the Treatment Plant as well as the Trunk Line on John Fitch Highway.
        - ii. Lunenburg may want to consider pumping more into Leominster to avoid some of the significant costs that will be incurred by these Capital projects.

- School Building Committee
    1. Feasibility Agreement with MSBA is expected on July 25, 2012. Original estimate was mid-May.
    2. Target for a Recommendation to Town Meeting is May 2014.
  - DPW will be holding an Open House at an as-yet-undetermined date.
  - Public Safety:
    1. Chief search is underway for both Fire and Police
      - a. Plan to cast a wide net, but do have good internal candidates for both.
  - Library Director has resigned effective May 31, 2012.
    1. Trustees will identify a interim replacement, and
    2. Undertake a search for a viable candidate.
  - Monty Tech
    1. The School is sending another experiment to the International Space Station: quite an accomplishment.
    2. There were 764 applications to enroll, 326 were accepted. Total number of new students is capped at 370.
    3. Lunenburg had 37 applicants and 23 acceptances.
- 5) Annual Town Meeting Review
- Scott G. stated that he was impressed by the competence and quality of the individuals who presented at the budget reviews to the Finance Committee.
  - Martha M. expressed frustration that the current contractual/policy/legal situation leaves many expenses impossible to control. For example: paying for summer unemployment for many school employees, allowing very competent, healthy and young employees to retire with generous benefits paid for in-the-most-part by the Town.
- 6) Reserve Fund Transfer
- Recommend approval of a Reserve Fund transfer submitted by the Town Manager of \$12,147.50 to Veteran's Benefits. Motion made by Brian L. / seconded by Barbara R. Accepted unanimously: 6-0.
- 7) Adjournment – SG made a motion to adjourn at 8:37 PM, BR seconded; all in favor: 6-0.

Minutes respectfully submitted by Brian P. Laffond