Town of Lunenburg

Finance Committee:
Mark Erickson, Chairman
Terri Burchfield, Vice-Chairman
John Henshaw, Secretary
Karin Menard

17 Main Street, P.O. Box 135
Lunenburg, MA 01462-0135
978.582.4139
FAX 978.582.4148

Mark Erickson 10/16/14

Lunenburg Finance Committee
Minutes of September 25, 2014
Meeting

Location: Town Hall
Present: Mark. Erickson, Terri Burchfield, Karin Menard, John Henshaw
Absent: All Members Present

1. Meeting called to order by Mark Erickson at 7:00 pm.

2. Communications:
    a. Public: None.
    b. Committee:
        i. Mark handed out invitations to each of the committee members to the official groundbreaking of the Junior-Senior High School to be held on Saturday, October 18.
        ii. The Planning Board will have a public meeting on October 14 to review plans for a 75 kW ground mounted solar array at 322 Flat Hill Road.
        iii. Mark circulated the recent issue of *The Beacon.*

3. Joint Meeting with the Parks Commission
    a. Mike Masciarelli, Chairperson and Corinne Scouten of the Parks Commission joined the Finance Committee to discuss funding for repair/renovation of the fields and tracks in the Town.
        i. Groups which had used the turf field adjacent to the High School and Middle School had paid fees to use the field until 2012, but these fees were not charged after 2012.
        ii. Because of the cost of upkeep of the fields and the highly likely prospect that the turf field and track will need major reconstruction in an estimated cost range of $600,000-$800,000 in the next few years, usage fees are one way to fund these expenses.
            1. Kerry said that these funds would have to accrue at about $100,000 per year to fund the reconstruction of the track and turf field alone.
            2. Usage fees have to be determined. The usage fee for the turf field had been $100 per 90 minute session. This compares to $150 per 60 minute session for Doyle Field in Leominster, (which also covers the cost of a person on site). The goal is an equitable rate for the Town and the users of the fields and one that does not dissuade potential users of the facilities.
            3. Kerry said that we do not know the cost to maintain the fields: Cut the grass, draw the lines on the fields as well as keeping the track and turf field in good repair during the period before it needs to be reconstructed.

b. Jack Rodriquenz suggested that the Town needs to decide on a long term goal for the fields in town—whether they stay as is or become destination places—e.g. with food vendors, better parking.

4. Town Manager Updates:
   a. Kerry informed the committee that there would be a joint session between the Board of Selectmen and the Planning Board on Monday, October 20th at 6:00.

5. Review of Minutes: There were three errors in the September 11 meeting minutes which John will correct and re-submit the minutes for approval at the next meeting.

6. Calendar of Events for the Town Budget Process:
   a. The committee came to a general agreement that the budget process should start earlier in FY 2015 than it usually has.
   b. Kerry said the governor formally files his budget at the end of January. There will be changes to the state budget after that—but as Mark observed, if we understand that there is some fluidity in the situation, we can start the process and react to changes.
   c. Further, the FY 2015 Annual Town Meeting is on May 2, 2015—roughly a week earlier than usual.
   d. Kerry said she would try to put a rough draft of a schedule for the budget process by the next Fin Comm meeting, Thursday, October 16.

7. Committee Updates:

Committee/Department—Reported By:	Update:
Capital Planning--John H.	Initial meeting will be on Monday, September 29th to set dates and times of meetings and to elect officers.
Public Works--John H.	Tree removal expenses from the Lake Shirley microburst this past summer put DPW over budget in that line. That may affect tree removal activity through FY 2015. Costs for road salt and sand have increased and may mean $30,000 higher cost than FY 2014. Jack is looking into other suppliers. DPW is near budget in all areas except tree removal YTD September.
Library--John H.	The library awaits verification of a projected 45% increase in electricity supply prices as of December, 2014. Co-incident with this the library is looking into replacing incandescent light bulbs with LEDs to save electricity. The library is at or near budget YTD September.
PACC--John H.	There are two new PACC members and the committee is set to resume meetings. There are several open equipment reqs to replace aging, dated, or dysfunctional equipment. Jo M. and John D. met with a member of the architectural team of the new school on AV equipment for the studio there.
Building Re-Use--Mark E.	Plans are to tour the old primary school. The property lines around the Brooks House and TC Passios are being clarified. Jamie and Mark are collaborating on a high level cost/revenues model of the building re-use project. The Charrette presentation is pending.

School Building--Mark E.	The School Building Committee had not met since our last meeting; their meeting is October 8.
Schools--Karin M.	Costs for asbestos abatement at Turkey Hill Middle School have risen.
Monty Tech--Karin M.	Nothing to report.
Council on Aging--Karin M.	Nothing to report.
Public Safety--Terri B.	Nothing to report.
Note: There was nothing to report on the Sewer or Agricultural Commissions or the Green Community.	

8. Future Agenda Items:
    a. Review the updated Pavement Management Plan
    b. Continue work on Budget Calendar and set expectations for Department Budget Presentations.
    c. Review of the school construction project financing project.
    d. Review and/or update OPEB (Other Post-Employment Benefits)

9. Meeting Adjourned: Karin moved to adjourn the meeting; her motion was seconded by Terri. The committee voted 4-0 in favor; the meeting adjourned at 8:39.

Minutes respectfully submitted by John Henshaw October 6, 2014