

# Town of Lunenburg

## Finance Committee:

Terri Burchfield, Chairman  
Michelle Walton, Vice-Chairman  
Peter Beardmore, Secretary  
John Henshaw  
Jay Simeone  
David Passios



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

## Lunenburg Finance Committee April 2, 2020 Meeting

Location: Zoom Virtual Meeting  
Present: Terri Burchfield, John Henshaw, Dave Passios, Michelle Walton, Jay Simeone, Peter Beardmore  
Remote:  
Absent:

### 1. Call to Order

- Terri Burchfield, Chair called the meeting to order at 7 PM. And read the COVID-19 / Zoom meeting advisory statement.  
This meeting was recorded and is viewable on YouTube:  
<https://www.youtube.com/watch?v=z3sckC1rJi4>

### 2. Review Budget Calendar

- Town manager does not anticipate bringing back departments that have already presented. Those that have not presented already, as well as changes to the proposed budget will be reviewed prior to the public hearing.
- An updated schedule was distributed by email which can be found here: [https://1drv.ms/b/s!Ah6AdYK\\_6O697laWdu4LljhI9jQn?e=uxauyp](https://1drv.ms/b/s!Ah6AdYK_6O697laWdu4LljhI9jQn?e=uxauyp)
- The town manager reported that all state revenue and local aide numbers are unclear. There are upcoming meetings scheduled that will include legislative leaders that will hopefully provide more guidance. Her approach for will be to budget with Fiscal 20 revenue projections. Local receipts will likely be reduced, as will tax collections projections. New positions postings and additional hours for employees will all be postponed in favor of expected increases in operating expenses.
- John Henshaw reported that he had reviewed new growth numbers for years following previous recessions.

- HB4580 is pending which would allow 1/12 budgets and gives flexibility in accessing free cash and stabilization funds.
- We have not heard from either Senator Tran or Rep. Hay about attending a meeting. Peter Beardmore agreed to write a description of the information we are requesting (comment on local aide and Student Opportunity Act) to share with the legislators' offices.
- The town manager has directed a spending and hiring freeze to all departments. Pandemic-related expenses are being tracked for future reimbursement.

### **3. Committee Reports**

- Peter Beardmore reported that the School Committee met on 3/25. They instituted a hiring freeze and voted to continue to pay and employ cafeteria and extended day staff through April 7. The projected cost to carry the staff through May 7 is approximately \$138,000. There are revolving funds and cost savings that can cover these costs. John Henshaw inquired of costs savings relating to busing and heating. We currently don't have this information, but the busing contract is subject to negotiation.

### **4. Calendar / Upcoming Meetings**

- April 9, 7PM

### **5. Public Comment**

- none

### **6. Adjournment**

- John Henshaw motion, Peter Beardmore 2<sup>nd</sup>, Unanimously approved, 7:49PM