

Town of Bedford Finance Committee
Selectmen's Meeting Room, Bedford Town Hall

Date: January 31, 2013

Finance Committee Attendees: Mike Seibert, Chair; Stephen Steele, Vice-Chair; Meredith McCulloch, Barbara Perry, Tom Busa, Stephen Carluccio, Bob Kenney, Ben Thomas.

Other Attendees: Selectmen: William Moonan, Mike Rosenberg and Cathy Cordes; Anne Bickford, Chair School Committee; Board of Health: Heidi Porter, Director, Tom Kinser, Chair, Beatrice Brunkhorst, Co-Chair; Richard Reed, Town Manager; Richard Warrington, Director Public Works; Kim Siebert, The Bedford Citizen; Victor Garofalo, Finance Director, Treasurer/Collector; Joanne Monaghan, Recording Secretary for finance committee.

Attachments/Handouts: FY2014 Budget Model 3.1. Presentation, FY14 Selectmen's Departments Budget.

Meeting was called to order at 7:32pm.

Meeting Discussions and Actions:

1. Heidi reviewed the FY14 Board of Health budget of \$538,552. The total submitted budget represents salary increases for the nurses, which is a 6.2% increase based on the contract; expenses were down ~\$1k. Overall budget increase is .7% above the guideline. There have been some discussions with the school committee to perhaps include the nurses in the school budget in the future, since they all work in the schools.
2. Richard Reed presented the Selectmen discretionary budget and Richard Warrington reviewed the increases in the DPW. The discretionary budget represents an increase of 2.68% over FY13. The total discretionary budget is \$15,537,820, the total Selectmen's budget is \$37,621,184 excluding merit. Rick Reed noted that he will be hiring an Economic Development coordinator, and the DPW is requesting 2 additional FTE's for the grounds division. There was discussion with the committee on whether there should be contractors hired for the DPW rather than having the additional costs included in hiring permanent employees. Richard Warrington explained some of the jobs that are neglected and need to be addressed with additional hires. Details of the budget are included in the attached presentation.
3. Victor reviewed Model 3.1 for FY14. New revenue and expense changes since previous meeting were summarized. Some of the increases to the guideline include bonded capital projects, water and sewer projects, new positions/FTE's, and salaries. There is currently a \$1,160,863.00 deficit over the guideline. There will be a review of the AMT Preliminary Warrant Articles at the next meeting.
4. Old Business: none
5. New Business: Barbara asked for Finance coverage for Selectmen's meetings:
Feb 4: Bob Kenney; Feb 11: Tom Busa; Feb 19, 25: TBD.
March 4: TBD; March 11: Steve Carluccio

6. Meetings Attended: Barbara attended the Capital Expenditure committee meeting; a few changes will be made for the warrant. Steve S attended the School committee meeting, and there was discussion to determine the security improvement needs. Ben attended the Selectmen's meeting, which included discussion regarding the budget and warrant articles.
7. Open Discussion: none
8. Minutes: Motion was made by Tom to approve the minutes for January 24, seconded by Steve S. *Vote 8-0-0.*
9. Steve S. made a motion to adjourn the meeting at 11:05pm, seconded by Tom. *Vote: 8-0-0.*

Finance Meeting Schedule: 2013-- February 7.