

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

Date: November 17, 2011

Finance Committee Attendees: Tom Busa, Chair; Barbara Perry, Richard Bowen, Stephen Steele, Stephen Carluccio, Meredith McCulloch.

Other Attendees: Ben Thomas; Walter St Onge, Selectman; Anne Bickford, School Committee; Tom Kinzer and Heidi Porter, Board of Health; Richard Reed, Town Manager; Victor Garofalo, Acting Finance Director, Treasurer/Collector; Joanne Monaghan, Recording Secretary for finance committee.

Attachments/Handouts: Board of Health annual expenditures; DPW Refuse & Recycling Contract, FY13 budget analysis; Budget Model version 2.2, FY13 and summary; Historical road funding allocations.

Meeting was called to order at 7:30pm.

Meeting Discussions and Actions:

1. Heidi Porter and Tom Kinzer discussed their requests for an increase in the budget for FY13.
 - a. Funds are depleting for emergency preparedness. There is a 20% decrease this year (FY12) from the State CDC (Center for Disease Control), and will be decreased for FY13 as well.
 - b. Medical Sharps program which will be required by state law as of July 1, 2012, represents \$4,000.00 needed in the budget for FY13, if grant funds are eliminated and insurance reimbursements are not received. There are currently 2 drug collection days for household hazardous waste; continue to need funds to accommodate this.
 - c. Funding shortfall in expenses for Professional Development, Dues and Memberships, Certifications, and other operating expenses (supplies, etc.).
 - d. Discussion of nurses' salaries which are below average; contract in discussion.
 - e. Discussion and questions continued with the Board of Health and the Finance Committee. BOH trying to improve health and wellness of the community and hoping to provide outreach programs through grants. Overall 20% reduction in grant funding for FY13.

2. Richard Reed, Town Manager reviewed the new Refuse Contract as part of the DPW:
 - a. In June, 2011 the refuse collection contract ended; through the bidding process it was agreed to stay with the current contractor. A decision was made to go with an automated system which includes a 48 gallon container, which is expected to last 10 years. A 2nd container can also be rented if needed for extra capacity.
 - b. Publicity was provided to the town about the changes; currently there is an increase of 25% in recycling and a reduction of 20% for trash. Complaints about the new system are less than 2%.
 - c. FY13 disposal costs are expected to decrease by ~\$11.8k; and if there is a tonnage reduction, this could provide additional savings in FY13. The rebate for paper

recycling is estimated to be ~\$46.7k, and revenue estimates from overflow bag sales and second carts could be ~\$41.4k.

3. Victor reviewed changes to the FY13 model version 2.2:
 - a. Health insurance cost is now \$500k less than original plan; plan still needs to be finalized.
 - b. Audit completed.
 - c. Working towards calculation of free cash.
 - d. State aid information will not be available until January 2012.
4. Old Business: None
5. New Business: None
6. Meetings attended:
 - a. Selectmen's meeting: Stephen Carluccio attended.
 - b. Richard Bowen attended a conference call on Ch 70.
 - c. Capital Expenditure meeting: Barbara Perry attended, discussion on the *Turf Field* request (\$1m) including revenue projections as well as operating and maintenance costs. Road funding allocations discussed. Some concern about having road resurfacing in the operating budget.
7. Review of meeting minutes from November 10, FinComm meeting by all members. Minutes were approved as amended. Stephen Carluccio made a motion to approve the Nov 10, minutes as amended and Richard Bowen seconded the motion. *Vote was 6 - 0 - 0.*
8. Agenda items for next meeting: Guidelines and review budget FY13.
9. Stephen Carluccio made a motion to adjourn the meeting at 9:35pm and Stephen Steele seconded the motion. *Vote was 6 - 0 - 0.*
10. Next meeting to be held on December 1, 2011 at 7:30pm.