

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

Date: November 3, 2011

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

Other Attendees: Ben Thomas; Abbie Seibert, School Committee; William Moonan, Selectman; Mike Rosenberg, Selectman; Gary Nabedian; Victor Garofalo, Acting Finance Director, Treasurer/Collector; Joanne Monaghan, Recording Secretary for finance committee.

Attachments/Handouts: Budget Model version 2.0, FY13 and summary.

Meeting was called to order at 7:30pm.

Meeting Discussions and Actions:

1. Special Town Meeting Warrant
 - a. Article 3 – Community Preservation Surcharge; discussion on how the funds are used and another vote was taken. Motion by Michael Seibert to recommend approval of the CPC 3% surcharge as noted in the Warrant Article 3, seconded by Meredith McCulloch.
Vote was 4 - 3 – 1 motion does not pass.
 - b. Article 5 – FY12 Operating Budget Adjustments; discussion on reductions in the budget which include \$110k in health insurance and \$35,557.00 in Public Works/DPW and this is primarily due to the MWRA assessment which came in less. Motion by Michael Seibert to recommend approval of the adjustments to the FY12 budget, seconded by Stephen Steele.
Vote was 8 - 0 – 0 motion passes.
 - c. Victor also noted that the check for \$70k was received from the state; Chapter 142 of the Acts of 2011, which appropriated additional funds to cities and towns.
2. Victor reviewed changes to the FY13 model version 2.0.
 - a. Changes were made as discussed at FinComm meeting on October 27.
 - b. Other discussions about capital planning, what taxes Mitre might would be paying if they were a taxable entity, DPW roads and paving, water costs and revenue.
3. Old Business: None
4. New Business: Audit is nearly complete, undesignated fund balance of \$1.2m from FY10 to FY11. Associate Assessor starting after December 1.
5. Meetings attended:
 - a. Capital Expenditure meeting, Barbara Perry attended; review of items DPW requested: estimate of \$1.4m for grounds which includes work on fields. Meeting is scheduled in 2 weeks with a presentation of the “Field” work.

- b. Fiscal Planning Meeting, Coming up on November 28, Tom Busa needs more information on merit/salaries to prepare guidelines.
6. Review of meeting minutes from October 27, FinComm meeting by all members. Minutes were approved as amended. Michael Seibert made a motion to approve the minutes of Oct.27, meeting and Stephen Carluccio seconded the motion. *Vote was 8 - 0 - 0.*
7. Agenda items for next meeting: Guidelines; Tom Busa asked that the Health, Assessors & Planning Departments come in for discussions before January. Discuss Unused Levy, FY13.
8. Meredith McCulloch made a motion to adjourn the meeting at 8:50pm. Rich Bowen seconded the motion. *Vote was 8 - 0 - 0.*
9. Next meeting to be held on November 10, 2011 at 7:30pm