

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

Date: December 8, 2011

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

Other Attendees: Dr. Maureen LaCroix, Superintendent of Schools; David Coelho, School Director of Finance; Jonathan Sills, BHS; Abbie Seibert, Ed Pierce, Noreen O'Gara, Brad Hafer, Anne Bickford, School Committee; William Moonan, Mark Siegenthaler, Selectmen; Victor Garofalo, Acting Finance Director, Treasurer/Collector; Joanne Monaghan, Recording Secretary for finance committee.

Attachments/Handouts: Budget Model version 2.3, FY13 and summary; Presentation given by the Superintendent of Schools and Finance Director.

Meeting was called to order at 7:30pm.

Meeting Discussions and Actions:

1. Maureen LaCroix and David Coelho presented the School proposed budget for FY13 to provide the committee with information to assist with guidelines.
 - a. FY13 proposed budget currently at ~\$33m which is an increase of 3.94% over FY12. The loss of federal and state grants has affected the budget since these funds are not available. Also, special education programs have been brought in house.
 - b. Categories with the most significant increase are Instruction @5.6%, Maintenance @5.6% and Special Education transportation @13%.
 - c. Salary and non-salary represent an increase of over 3.9%; Education and Facilities represent an increase of over 3.9%.
 - d. Staffing impacts represent an overall increase of 3.9%, which includes 7.4 FTE's which are grant transfer positions.
 - e. Reviewed the FY13 1:1 computing project for BHS, which provides iPads for 9th grade students, and also Phase II which is the increase in internet bandwidth.
 - f. Discussion and questions continued on expectations and planning for FY13.

3. Victor reviewed the FY13 budget model version 2.3:
 - a. Several changes were made to FY13 model per previous meeting.
 - b. The deficit is now \$2,713 and changes will continue to be made as well as discussions with town departments.
 - c. Review of budget for "Roads" and also Assessors are expected to attend next meeting.
 - d. Discussions ongoing with the employee advisory committee on health insurance proposal and mitigation plan; meeting planned for Dec 27.
 - e. Discussion on reducing the salary budget since there are 4 new department heads and salaries need to be adjusted accordingly.
 - f. Vocational education \$, Bob/Victor to review the correct budget.

4. Guidelines: More discussion at the next meeting, guidelines will be set before the end of 2011.
5. Old Business: None
6. New Business: Planning Board asked to attend a meeting soon to discuss FY12.
7. Meetings attended:
 - a. School Committee meeting: Stephen Steele attended; discussion on FY13 proposed budget.
 - b. Capital Expenditure meeting: Barbara Perry attended. Discussed ranking of projects; some reductions in FY13 were recommended, total overall is \$4.8m. Springs Brook park water clarity issues and solutions reviewed.
8. Review of meeting minutes from December 1, FinComm meeting by all members. Minutes were approved as amended. Mike Seibert made a motion to approve the Dec 1, minutes as amended and Richard Bowen seconded the motion. *Vote was 7 - 0 - 2.*
9. Agenda items for next meeting: Assessors budget FY13.
10. Stephen Carluccio made a motion to adjourn the meeting at 10:38pm and Stephen Steele seconded the motion. *Vote was 9 - 0 - 0.*
11. Next meeting to be held on December 15, at 7:30pm.
12. Future Meeting Schedule:

December 15, 22; No Meeting December 29
January 5, 12, 19, 26
February 2, 4 (Saturday), 9, 16; No Meeting February 23 (school vacation)