

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

Date: January 19, 2012

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

Other Attendees: Bruce Murphy, Chairman, Bruce Morgan and John Linz, Assessors; Glenn Garber, Director, Jonathan Silver, and Margot Fleischman, Planning Department; Ed Pierce, School Committee; Mike Rosenberg, Selectmen; Heidi Porter, Director, Beatrice Brunkhorst, and Tom Kinzer, Board of Health; Joanne Monaghan, Recording Secretary for finance committee.

Attachments/Handouts: Budget FY13 for Assessors, Planning Department and Board of Health.

Meeting was called to order at 7:30pm.

Meeting Discussions and Actions:

1. Assessors Bruce Murphy and Bruce Morgan presented their requests for FY13, guideline is \$256,639.
 - a. The BOA is requesting the consideration of an additional \$7,500 for an outside contractor to assist with property inspections (not in guideline). They have fallen behind on inspections and need to catch up. Per the Mass DOR the BOA is obligated to attempt to inspect every property at an interval of not more than 9 years. The Town has a 6 year inspection interval policy and neither policy is being met. In FY15 the DOR is likely to expect documentation of compliance.
 - b. Discussion and questions asked regarding why inspections have not been completed. With the additional inspector, the Board expects to be in compliance for FY15.
2. Planning Board Glenn Garber and Jon Silver presented their requests for FY13, guideline is \$131,938.
 - a. The Planning department is requesting an additional part time Sr Planner to work 24 hours per week (not in guideline). This will provide Glenn with more time to devote to work on the comprehensive plan and reach out to the community and developers for economic development.
 - b. After the comprehensive plan is completed there will be more effort needed to address the zoning laws and make the town more attractive to new business.
 - c. The Board also presented a staffing comparison of other comparable Middlesex County communities, which also included the costs for those towns to prepare a comprehensive plan.
3. Heidi, Bea, and Tom presented their requests for the BOH budget for FY13, guideline is \$518,798.
 - a. Several of the 12 AED's are approaching their recommended useful life, replacement batteries are also needed. BOH is proposing additional \$7,920. over the next 3 years which is the estimated cost for replacement for 3 units per year in FY13, FY14, FY15; this includes annual maintenance of \$285.00, new AED cost is \$1,500.00.

- b. Additional funds requested for constable services, education allowances for BOH staff including seminars and training requirements to update staff on regulatory procedures, emergency preparedness fund, office equipment is old and a scanner is needed.
- c. The contract for nurses is expected within the next month.

4. Old Business: None

5. New Business: None

6. Meetings attended:

- a. Selectman's Meeting: Mike Seibert attended, no new updates.
- b. School Committee meeting: Bob and Steve attended. The school committee voted a \$500,241 increase in FY13 budget guideline; lost \$270,000 in Federal and State grants which include: Hanscom \$50,000 and \$220,000 Special Education.

7. Review of meeting minutes from January 12, FinComm meeting by all members. Barbara to send her changes to the minutes via email; minutes from Jan 12, not approved.

8. Richard Bowen made a motion to adjourn the meeting at 9:38pm and Steve Steele seconded the motion. *Vote was 9 - 0 - 0.*

9. Next meeting to be held on January 26, at 7:30pm.

10. Future Meeting Schedule:

January 26, School budget review

February 2, 4 (Saturday), 9, 16; No Meeting February 23 (school vacation)