

**Needham Finance Committee
Minutes of Meeting of March 16, 2011**

The meeting of the Finance Committee was called to order by the Chair, Richard Zimbone, at approximately 7:03 pm in the Charles River Conference Room at the Public Services Administration Building (Temporary Town Hall.)

Present from the Finance Committee:

Richard Zimbone, Chair

Members: Richard Creem, Richard Lunetta, Gary McNeill, Richard Reilly, Steven Rosenstock, Lisa Zappala.

Also Present:

David Davison, Assistant Town Manager/Director of Finance

Citizen Requests

No citizens requested to speak.

Approval of Minutes

MOVED: By Mr. Rosenstock that the minutes of March 9, 2011, be approved. Mr. Lunetta seconded the motion. There was no further discussion. The motion was approved by a vote of 7-0.

Draft Annual Town Meeting Warrant Article: Rescind Debt Authorizations

Mr. Davison stated that there is one debt authorization to be rescinded, the RTS Collection Packer Equipment shown in the handout. The authorization was for \$225,000, and the unexpended portion was \$4,000. This article will rescind that unexpended authorization.

MOVED: By Mr. Creem that the Finance Committee recommend adoption of Draft 2012 Annual Town Meeting Warrant Article entitled Rescind Debt Authorization, which seeks to rescind \$4,000 of the \$225,000 borrowing authorization approved at the 2008 Annual Town Meeting for RTS Collection Packer Equipment. Mr. Reilly seconded the motion. There was no further discussion. The motion was approved by a unanimous vote of 7-0.

Draft Annual Town Meeting Warrant Article: Continue Revolving Funds

Mr. Davison stated that the Finance Committee had asked for the revolving funds' revenue and expenses. A handout contained that information for fiscal years 2009 and 2010, plus year-to-date information for FY2011. Revolving funds cannot be spent below a zero balance, even if anticipating receipts. Town Meeting approves the amount in the fund, and that is the full amount that can be expended. Mr. Rosenstock stated that he had asked to see the fund balances to ensure that money is not sitting in funds that could be used for operations. For instance, the

immunization fund has \$42,166 balance, but an expense ceiling of \$25,000. Mr. Davison stated that in that case, the money is needed for an emergency or in case free immunizations are discontinued. Mr. Rosenstock asked whether money could be moved from revolving funds back to the town. Mr. Davison stated the money could be moved out of a revolving fund only if that fund is closed down.

MOVED: By Mr. Rosenstock that the Finance Committee recommend adoption of Draft Annual Town Meeting Warrant Article entitled Continue Revolving Funds in the amounts stated in the warrant. Mr. Lunetta seconded the motion. There was no further discussion. The motion was approved by a vote of 7-0.

Draft Annual Town Meeting Warrant Article: Appropriate for General Fund Cash Capital

Mr. Zimbone stated that the Finance Committee discussed General Fund Cash Capital, but delayed the vote until the School Committee took action on the school technology request. The Finance Committee received the related documents from the School Committee meeting packet to review. Mr. Zimbone and Mr. Borrelli attended the meeting. The School Committee did not specifically vote on the issue, but praised the technical support staff that put together the scaled-down pilot program. Mr. Greis and Ms. Cooley spoke in support of the smaller program. The other committee members did not speak, but the program passed without objection. The Schools will follow the revised plan. The Finance Committee’s concerns have been mitigated.

MOVED: By Mr. Reilly that the Finance Committee recommend Draft Annual Town Meeting Warrant Article- Appropriate for General Fund Cash Capital for \$1,703,859, in the following amounts:

		In draft warrant	Finance Committee recommendation
General Govt	Network Services and Switches	30,000	30,000
General Govt	Document Record Mgmt System	90,000	90,000
Public Safety	Base Radio Station	112,496	112,496
Public Schools	Copier Replacement	66,950	66,950
Public Schools	Technology Replacement	349,100	49,100
Public Schools	Furniture & Musical Equipment	52,750	52,750
Public Works	Core Fleet Replacement	304,000	304,000
Public Works	Construction Equipment	39,700	0
Public Works	Large Specialty Equipment	139,000	0
Public Works	Small Specialty Equipment	64,500	64,500

Public Works	Snow and Ice Equip	165,000	165,000
Public Works	Salt Storage Shed Design	75,000	75,000
Public Facilities	Core Fleet Replacement	25,000	25,000
Public Facilities	Small Specialty Equipment	29,563	29,563
Public Facilities	Facilities Maintenance Program	400,000	400,000
Community Services	HP Transport Van	52,000	52,000
Community Services	Playground Equipment	25,000	25,000
Community Services	Library Technology Replacement	25,000	25,000
Community Services	Athletic Facilities Improvements	137,500	137,500
TOTAL		2,182,559	1,703,859

Mr. Rosenstock seconded the motion. There was no further discussion. The motion was approved by a vote of 7-0.

Draft Annual Town Meeting Warrant Article: Appropriate to Community Preservation Fund

Mr. Davison stated that this article will not be amended. Usually, the numbers that appear in the article assume that none of the CPA articles will be recommended. If any are recommended, then the Community Preservation Fund appropriation is adjusted accordingly. However, this year, the projects are expected to be funded from other CPA reserves, so the amount in the original article does not need adjustment. Mr. Reilly asked about the fact discussed at the last meeting that the state reimbursement was assumed to be 20%, when in fact the Town now expects to receive 25% reimbursement. Mr. Davison stated that the past practice has been to amend the appropriation at the November Special Town Meeting when the numbers are certain.

MOVED: By Mr. Reilly that the Finance Committee recommend adoption of Draft Annual Town Meeting Warrant Article entitled Appropriate to Community Preservation fund in the amounts set forth in the warrant. Ms. Zappala seconded the motion. There was no further discussion. The motion was approved by a vote of 7-0.

Remaining 2011 Annual Town Meeting Issues

MOVED: By Mr. Creem that the Finance Committee make a recommendation at Town Meeting regarding any matter in the Annual Town Meeting Warrant for which no

action has been taken. Mr. Zappala seconded the motion. There was no further discussion. The motion was approved by a vote of 7-0.

Finance Committee Updates

Mr. Creem stated that he attended the Planning Board meeting the previous evening on the zoning articles. He said that the Board was split, voting 3-2 to recommend a modified version of the citizen's petition on the Needham Center Overlay article. The board members have very different views of the appropriate height restrictions in Needham Center. The Board may take the unusual step of providing a minority opinion to Town Meeting. Mr. Creem stated that it is unclear whether the article will be able to garner the necessary 2/3 vote of Town Meeting needed for passage.

Mr. Zimbone stated at the last Green Community Committee meeting, they voted (unanimously, with one abstention) to recommend that the Board of Selectmen remove the stretch code article from the Town Meeting warrant. There was discussion of the process and the timing. They hope to add an article to the May Special Town Meeting warrant requesting funding for a 20% energy reduction plan. This is useful whether or not the Town seeks to go forward with the effort to become a Green Community. If they do choose to seek that designation, the plan would be part of the application.

Adjourn

MOVED: By Ms. Zappala that the meeting be adjourned, there being no further business. Mr. Reilly seconded the motion. The motion was approved by a vote of 7-0 at approximately 7:24 pm.

Documents: Rescind Bond Authorization, RTS Collection Packer Equipment; Annual Town Meeting Warrant Draft dated 3.4.11; Proposed Annual Budget FY 2012, Office of the Town Manager, January 31, 2011

Respectfully submitted,

Louise Mizgerd
Executive Secretary

Approved March 30, 2011