

THE MINUTES OF THE WARRANT COMMITTEE MEETING February 27, 2002

Chairman Brusch called the meeting to order at 8:09 PM.

Members absent were: W. Hofmann and M. Widmer.

Also present were: Selectman Brownsberger, Selectman Mahoney, Town Administrator Melvin Kleckner, Assistant to the Town Administrator Joyce Munro, School Superintendent Peter Holland, and School Director of Finance & Administration Dr. Gerry Missal.

1. Member Heigham moved to go into Executive Session to discuss potential health insurance savings and possible changes. Member Oates seconded said motion, and this clerk took a roll call vote. It was voted 14-0 to enter into Executive Session at 8:10PM.
2. Member McCormick made a motion, Member Flewelling seconded said motion, and it was unanimously voted to return to regular session at 8:55PM.
3. Chairman Brusch reviewed a budget transfer request by Kevin Looney, Manager of Buildings & Grounds, for \$20,000. Mr. Kleckner addressed the February 7, 2002 memo from Mr. Looney to the Board of Selectmen regarding the fund transfer due to problems with the Town Hall's HVAC. A copy of this memo is on file with the Clerk. Member Flewelling made a motion, Member Heigham seconded said motion, and it was unanimously voted to transfer \$20,000 from the Warrant Committee Reserve Fund to the Buildings & Grounds FY02 Budget.
4. Selectman Monahan requested the Sub-committees come up with priorities for their Departments. Mr. Kleckner told the Committee that the Board of Selectmen had met recently to discuss major revenue budget issues, both increasing and decreasing future revenue sources. Some examples Mr. Kleckner cited were: McLean, Overlay, Capital Budget, and the possibility of losing State aid. He stated the Board of Selectmen put together scenarios and priorities, but noted the Board was not in consensus in putting final budget together for April.

Selectman Brownsberger discussed the Town having flexibility to borrow anywhere from \$0-\$1.5 million for capital projects. He talked about making a plan so Departments have something to work with and then use the flexibility of the borrowing to deal with the uncertainty.

Selectman Monahan cited Local aid and health insurance as some of many variables that the Town simply does not know yet. His concern for FY04 is that the more the Town borrows and uses that one-time money, the deeper hole the Town would build. He would like to get as close as possible to actual numbers for the budget.

Member Heigham asked School Committee Chairman Miller when is the latest to get layoff letters out. School Committee Chairman Miller said the last day of school is the latest to get the layoff letters out. She stressed concern for those

potentially getting laid off, that it would be very late for them to look for a new job in another district. By that time, the best slots for the next year would be filled, leaving the not-as-desired slots open for those laid off in mid-June.

Member Curtis suggested having the Town Meeting in May instead of April 2002. Discussion ensued on possibly conducting all non-financial business on April 24, 2002, then adjourning until May or June.

Selectman Brownsberger reiterated FY03 is going to be a tough year, and that the Town needs to borrow now or FY04 will need a drastic cut of services or an override.

Chairman Bruschi informed the Committee she will ask Mr. Fay, Town Treasurer, about the Town's borrowing ratio and how it will affect the Town's bond rating. Chairman Bruschi then observed that out of the \$623K of Free Cash spent at Town Meeting, \$550K of it was spent on Capital. Therefore, out of the \$2.1 million allocated to Capital for FY03, \$550K could potentially lapse into operating.

Selectman Monahan explained a recent presentation by Van Ness Hagen regarding pavement management. Ten years ago the Town was considered an 80/100, and now the Town is a 60/100. However, if the Town spent \$1.6 million/year over the next 5 or 6 years, then it could get the Town back to an 80/100. At that point, the Town could drop back to \$1.2million/year for maintaining pavement management.

5. Member Flewelling made a motion, Member Heigham seconded said motion, and it was unanimously voted to adjourn the meeting at 9:25 PM.

Respectfully submitted,

Kristina E. Frizzell

Interim Recording Clerk