

Approved 1/22/14



TOWN OF MENDON  
Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Rich Schofield, Chairman  
Chris Burke, Vice Chairman  
Willem Angenent, Secretary  
Mike Merolli  
Eric Peterson  
Brian Guzman  
Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Wednesday, January 08, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 8:30 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Rich Schofield  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Eric Peterson	<input type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input type="checkbox"/>	<input type="checkbox"/>
Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Also present Selectman Mark Reill

<b>Topic Name:</b>	Minutes of November 13, 2013 Minutes of December 18, 2013
<b>Summary:</b>	
<b>Decisions Made:</b>	Chris moves Mike seconds to approve minutes of Nov 13, 2013 Brian moves Mike seconds to approve minutes of Dec 18, 2013
<b>Actions to be Taken:</b>	Vote Approved Unanimous Vote Approved Chris abstained
<b>Related Documents or Exhibits:</b>	Minutes

<b>Topic Name:</b>	Discussion about Full time Mechanic for public safety vehicles
<b>Summary:</b>	Alan Highway Director explains how it is difficult to say whether it would be more fiscally prudent to have a full time mechanic until we see the bills for the year for vehicle maintenance.
<b>Decisions Made:</b>	Alan will discuss more one we have a spreadsheet of the expenses for the budget year.
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

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<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Topic Name:</b>	Public Works Dept Budget
<b>Summary:</b>	<p>1. Expect to see warrant articles for the following:  Alan is looking for a transfer for \$15,800 for towing and repairs on tractor, and his truck into the Road Machinery acct, and also \$1600 for sandblasting the diesel fuel tank, which he took from stormwater and now doesn't have enough money in stormwater so he needs that \$1600 back to the stormwater management acct. Total transfers \$17,400.</p> <p>2. Budget</p> <p><u>Expenses:</u>  Alan was expecting the person he has for the winter would be hired to stay on full time after the winter instead of going back to the parks dept. If the parks DOES need to keep a person on then this would cost \$22,000+ more for Alan's salary budget.  Alan needs to fix the bridges at Bellingham St and HAE, and needs to increase Expenses 422B2 from \$14,791 to \$50,000.  Snow and Ice is at \$143,000 to be left at that.</p> <p><u>Capital Expenses:</u>  2014 Chevy Silverado Pick up \$49,441 for Highway Surveyor  2014 Chevy Silverado Pick up \$42,999 for work truck</p>
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

Approved 1/29/14



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Eric Peterson  
Brian Guzman  
Mike Ammendolia

MEETING MINUTES

Meeting Date: Wednesday, January 22, 2014  
Time Called to Order: 7:02 PM  
Time Adjourned: 8:30 PM  
Location: Town Hall - Main Meeting Room  
Meeting Chair: Rich Schofield  
Recorder: Jeanne Davoren

<u>Member:</u>	<u>Present<sup>1</sup></u>	<u>Remote<sup>2</sup></u>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Eric Peterson	<input type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Selectman Mark Reil also present

<b>Topic Name:</b>	Approval of Minutes
<b>Summary:</b>	Minutes of January 8, 2014 reviewed
<b>Decisions Made:</b>	Mike moves Willem seconds to approve these minutes.
<b>Actions to be Taken:</b>	Vote Approved Mike abstained.
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	VETERANS Budget – Robin Fletcher
<b>Summary:</b>	Robin presents his budget
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

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<b>Topic Name:</b>	LIBRARY Budget – Andrew Genrich
<b>Summary:</b>	<p>Andrew explains that the Library must spend at least 19% of its budget on new materials, it must remain open a certain # of hours per week and it must meet the MARS requirements (which is what %age the town should be allowing for the library budget) in order to maintain its certification. He says the 19% is being met and the hours are ok but we are falling short of the MARS criteria.</p> <p>Rich explains that hopefully we will have more flexibility to expand the library budget by 2016 (when hopefully the new library comes to be) if we get public safety set and get the new town administrator in place. And he explained we also need to think about how to find more money for the library to meet these criteria.</p> <p>Andrew said this is the 6<sup>th</sup> year in a row we have had to apply for a waiver.</p>
<b>Decisions Made:</b>	Compliments to Andrew for a well presented budget and explanation.
<b>Actions to be Taken:</b>	Andrew will try to put together somewhat of an estimated budget for 2016 for when the new library opens.
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	PARKS Dept Budget – Dan Byer
<b>Summary:</b>	<p>Dan states this is a Level funded budget and there is no extra money to repair and update equipment. Chris asks if CPA money can help since a percentage age of CPA money needs to go to recreation. Dan will put together a plan of action to look at this.</p> <p>Topic of the 7 month employee, Rich says there is a possibility that Highway may be able to find the money in their budget to keep this person the whole year now, and then Parks would have to find a new person for this position and it might be a lower rate, therefore a savings..</p> <p>Beach Budget now called Lifeguard salary when the beach was closed. Dan says now we're coming in about \$3000 short because the beach is closed. Dan says possible Uxbridge may send their (40-50) students to Mendon because they don't want to deal with beach any longer.</p>
<b>Decisions Made:</b>	Ask Dan to write a letter about what to do to get that budget up to \$11,000
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

Approved 1/29/14



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Rich Schofield, Chairman  
Chris Burke, Vice Chairman  
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Mike Ammendolia  
Brian Guzman

MEETING MINUTES

Meeting Date: Monday, January 28, 2013  
Time Called to Order: 7:10 PM  
Time Adjourned: 7:20 PM  
Location: Town Hall - Main Meeting Room  
Meeting Chair: Rich Schofield  
Recorder: Rich Schofield

<u>Member:</u>	<u>Present<sup>1</sup></u>	<u>Remote<sup>2</sup></u>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Eric Peterson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Topic Name:</b>	Snow & Ice deficit spending
<b>Summary:</b>	The Highway Surveyor has alerted the Board of Selectman that the Snow & Ice budget has been depleted and needs approval to deficit spend. The balance in Snow & Ice is approximately \$16,000 with about \$34,000 of outstanding bills to be paid. Mr. Tetreault also mentioned that this is all for past storms. This deficit will grow larger when/if there is more snowfall before the end of the fiscal year. He estimates that approval to deficit spend to -\$60,000 would be sufficient for now. The Selectman voted unanimously to approve the deficit spending request.
<b>Decisions Made:</b>	Per MGL Chapter 44 Section 31D the Finance Committee must also vote to approve Snow & Ice deficit spending. Mr. Angenent moved, and Mr. Guzman seconded, to approve the request. The vote was unanimous.
<b>Actions to be Taken:</b>	None
<b>Related Documents or Exhibits:</b>	None

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# TOWN OF MENDON

Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Approved 2/26/14

Rich Schofield, Chairman  
 Chris Burke, Vice Chairman  
 Willem Angenent, Secretary  
 Mike Merolli  
 Eric Peterson  
 Brian Guzman  
 Mike Ammendolia

## MEETING MINUTES

Add Supt report

**Meeting Date:** Wednesday, January 29, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 9:15 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Rich Schofield  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Eric Peterson	<input type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input type="checkbox"/>	<input type="checkbox"/>
Mike Merolli	<input type="checkbox"/>	<input type="checkbox"/>	Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Topic Name:</b>	Minutes Review and Approval
<b>Summary:</b>	Minutes of Jan 22 and Jan 28, 2014
<b>Decisions Made:</b>	Willem moves Chris seconds to approve minutes of Jan 28, Chris abstains Willem moves Brian seconds to approve minutes of Jan 22, Brain abstains
<b>Actions to be Taken:</b>	Votes Approved
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Mendon-Upton Regional School District FY15 Budget Proposal Supt of Schools Dr. Joe Marushchek
<b>Summary:</b>	Joe discusses how the goal in Mass. for FY15 is that municipalities cover 59% of foundation and the state aid should be 41%. Some towns are very low and 131 town have reached the cap of 82.5%(72 towns are below their target share). The target contribution for Mendon is 66.05% which is how much the town contributes to education. Mendon is now at 57.26%. When a community is 2.5-7.5% below the target the 2% is added to the minimum local target (of 57.26 to make it 58.36) Dr M explains that this will eventually lead to a request for an increase in local contributions. Dr M states the mission of the school and the strategic plan and for the next 5 years. Then explains what the operational drivers are to his budget, describing in detail what these drivers are. Also projection of increase in expenditures of 4.87% and revenue delta of \$258,536

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Dr. M points to the targeted investments for FY15:  
Technology Integration Specialist  
Instructional supplies, materials an instruction to support the 1:1 initiative (ipads)  
Additional District Support for Nipmuc Athletics  
So he is requesting approx. \$200,000 from the two towns (\$165,364 from Mendon) and the district will appropriate \$700,000 from its E&D Fund to meet the FY15 expenses.

**Decisions Made:**

**Actions to be Taken:**

Reviewed  
MRUSD handouts

**Related Documents or Exhibits:**

Approved 2/26/14



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Mike Merolli  
Brian Guzman  
Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Monday, February 24, 2014  
**Time Called to Order:** 6:30 PM  
**Time Adjourned:** 10:45 PM  
**Location:** ~~Town Hall - Main Meeting Room~~ *Miscoe*  
**Meeting Chair:** Rich Schofield  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

<b>Topic Name:</b>	<b>Article 1</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend that the Town vote to transfer \$500 from Fin Com Salaries (line item 131A) to Fin Com Expenses (Line Item 131B).
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 2</b>
<b>Summary:</b>	There was a miscommunication between the Treasurer's office and the Finance Committee that resulted in slightly less than was needed in their salary line item at the last STM. The transfer rectifies that.
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend that the Town vote to transfer \$232.95 from Free Cash to Town Collector/Treasurer Salaries (Line Item 145A1).
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

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<b>Topic Name:</b>	<b>Article 3</b>
<b>Summary:</b>	This article refers to a Hole in wall in town hall, and an air horn repair, Rich will reach out to CPA to see if these qualify for using CPA money
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend that the Town vote to transfer \$273.00 and \$625.00 from Health Insurance Expenses (Line Item 914B) to Town Hall Services Expenses (Line Item 199B)
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 4</b>
<b>Summary:</b>	The computer server that runs the Town's financial software packages was upgraded recently due to a variety of issues, both hardware and software. The upgrade of the server also requires an upgrade of our Accuprint software the prints such things as payroll checks. The cost of the upgrade is \$2,845, but we have a credit of \$703.25 with KVS Accuprint bringing the required funding down to \$2,141.25.
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend that the Town vote to transfer \$1161.77 from Free Cash and \$2934.45 from Fin Com Reserve for General Expenses(line item 131C0 to Town Hall Services Computer Expenses (Line Item 199E)
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 5</b>
<b>Summary:</b>	We have been aware that one of our officers that was deployed overseas as part of his participation in the National Guard would return from that tour of duty this financial year. He has returned quite a bit earlier than expected and are required by law to return him to his previous post when he returned at the beginning of February.
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend that the Town vote to transfer \$25,000.00 from Free Cash to Police Department Salaries (Line Item 210A1).
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 6</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend that the Town vote to transfer \$25,000.00 from Free Cash to Police Department Overtime Wages (Line Item 210A2)
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	
<b>Topic Name:</b>	<b>Article 7</b>

<b>Summary:</b>	This represents the Quinn Bill portion of the wages for the officer returning from National Guard deployment.
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend that the Town vote to transfer \$2,400.00 from Health Insurance Expenses (Line Item 914B) to Police Department Quinn Bill Wages (Line Item 210A4)
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 8</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend that the Town vote to transfer \$15,000.00 from Free Cash to Fire Department Overtime Wages (Line Item 220A3).
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 9</b>
<b>Summary:</b>	This article is due to Overage in Maintenance and Chief Horn says this is bec we were not properly funded.
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend that the Town vote to transfer \$20,000.00 from Health Insurance Expenses (Line Item 914B) to Fire Department Expenses (Line Item 220B)
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 10</b>
<b>Summary:</b>	A number of unexpected expenses have hit the Highway Department. This \$16,400 includes \$600 to replace the fuel pump for the diesel tank, \$10,000 to repair the brush mower, and the balance to repair the Highway Surveyor's truck.
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend that the Town vote to transfer \$8,000 from Finance Committee Reserve for General Expenses (Line Item 131C) and \$8,400 from Health Insurance Expenses (Line Item 914B) to Road Machinery Expenses (Line Item 421B),
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 11</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike M moves Willem seconds to Committee recommend that the Town vote to transfer \$1,600.00 from Health Insurance Expenses (Line Item 914B) to Highway Construction & Maintenance Storm Water Management (Line Item 422C)
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 12</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike M moves Willem seconds to support the request of the Community Preservation Committee to fund the 2014 removal of invasive water chestnuts as specified in their motion for this Article 12.
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 13</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike M moves Willem seconds to support the request of the Community Preservation Committee to fund the renovation of the Town Hall wooden flooring as specified in their motion for this Article 13.
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 14</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike M moves Willem seconds to support the request of the Community Preservation Committee to fund a conservation reconstruction as specified in their motion for this Article 14.
<b>Actions to be Taken:</b>	<i>Rich hasl asked Ann Mazar to put in writing what exactly this \$7000 would be paying for but has not received it yet.</i> Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 15</b>
<b>Summary:</b>	This apparently includes about 70 acres of land adjacent to the current Senior Center. The demand for the Senior Center, according to the COA Director, is and will quickly outstrip the capabilities of the current site due to the predictable growth in the Mendon Senior population in the coming years.
<b>Decisions Made:</b>	<p>Mike M moves Willem seconds to support the request of the Community Preservation Committee to pass over this Article 15. Vote Approved Unanimous</p> <p>Mike M moves Willem seconds that in the event the CPA decides to do anything BUT pass over this the Fin Com will not support it. Vote Approved Unanimous</p>
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	STM Warrant

approved 3/11/14



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Rich Schofield, Chairman  
Chris Burke, Vice Chairman  
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Mike Merolli  
Brian Guzman  
Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Thursday, February 20, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 9:00 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Rich Schofield  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input type="checkbox"/>	<input type="checkbox"/>
Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### NO QOURUM AT THIS MEETING

<b>Topic Name:</b>	<b>Article 1</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Members discussed to recommend that the Town vote to transfer \$500 from in Com Salaries (line item 131A) to Fin Com Expenses (Line Item 131B)
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 2</b>
<b>Summary:</b>	There was a miscommunication between the Treasurer's office and the Finance Committee that resulted in slightly less than was needed in their salary line item at the last STM. The transfer rectifies that.
<b>Decisions Made:</b>	Members discussed to that the Town vote to transfer \$232.95 from Free Cash to Town Collector/Treasurer Salaries (Line Item 145A1).
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

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<b>Topic Name:</b>	<b>Article 3</b>
<b>Summary:</b>	This article refers to a Hole in wall in town hall, and an air horn repair, Rich will reach out to CPA to see if these qualify for using CPA money moves seconds to
<b>Decisions Made:</b>	Members discussed to recommend that the Town vote to transfer \$273.00 from Health Insurance Expenses (Line Item 914B) to Town Hall Services Expenses (Line Item 199B)
<b>Actions to be Taken:</b>	<i>Action item for Rich, he will speak with Ann Mazar for her opinion if this qualifies for CPA funding</i> Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 4</b>
<b>Summary:</b>	The computer server that runs the Town's financial software packages was upgraded recently due to a variety of issues, both hardware and software. The upgrade of the server also requires an upgrade of our Accuprint software the prints such things as payroll checks. The cost of the upgrade is \$2,845, but we have a credit of \$703.25 with KVS Accuprint bringing the required funding down to \$2,141.25.
<b>Decisions Made:</b>	Members discussed to recommend that the Town vote to transfer \$2,627.05 from Free Cash and \$1469.17 from Fin Com Reserve for General Expenses(line item 131C0 to Town Hall Services Computer Expenses (Line Item 199E)
<b>Actions to be Taken:</b>	<i>Action items for Rich,</i> <i>he will speak with Town Accountant to see exactly how much check printing is done by Accuprint.</i> <i>He will also speak to Lonnie regarding a possible virtual 2013 server to accomodate Accuprint</i> Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 5</b>
<b>Summary:</b>	We have been aware that one of our officers that was deployed overseas as part of his participation in the National Guard would return from that tour of duty this financial year. He has returned quite a bit earlier than expected and are required by law to return him to his previous post when he returned at the beginning of February.
<b>Decisions Made:</b>	Members discussed to recommend that the Town vote to transfer \$25,000.00 from Free Cash to Police Department Salaries (Line Item 210A1).
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 6</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Members discussed to recommend that the Town vote to transfer \$25,000.00 from Free Cash to Police Department Overtime Wages (Line Item 210A2)
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 7</b>
<b>Summary:</b>	This represents the Quinn Bill portion of the wages for the officer returning from National Guard deployment.
<b>Decisions Made:</b>	Members discussed to recommend that the Town vote to transfer \$2,400.00 from Health Insurance Expenses (Line Item 914B) to Police Department Quinn Bill Wages (Line Item 210A4)
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 8</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Members discussed to recommend that the Town vote to transfer \$15,000.00 from Free Cash to Fire Department Overtime Wages (Line Item 220A3).
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 9</b>
<b>Summary:</b>	This article is due to Overage in Maintenance and Chief Horn says this is because we were not properly funded.
<b>Decisions Made:</b>	Members discussed to recommend that the Town vote to transfer \$20,000.00 from Health Insurance Expenses (Line Item 914B) to Fire Department Expenses (Line Item 220B)
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 10</b>
<b>Summary:</b>	A number of unexpected expenses have hit the Highway Department. This \$16,400 includes \$600 to replace the fuel pump for the diesel tank, \$10,000 to repair the brush mower, and the balance to repair the Highway Surveyor's truck.
<b>Decisions Made:</b>	Members discussed to recommend that the Town vote to transfer \$7,500 from Finance Committee Reserve for General Expenses (Line Item 131C) and \$8,900 from Health Insurance Expenses (Line Item 914B) to Road Machinery Expenses (Line Item 421B),
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 11</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Members discussed to recommend that the Town vote to transfer \$1,600.00 from Health Insurance Expenses (Line Item 914B) to Highway Construction & Maintenance Storm Water Management (Line Item 422C)
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 12</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Members discussed to support the request of the Community Preservation Committee to fund the 2014 removal of invasive water chestnuts as specified in their motion for this Article 12.
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 13</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Members discussed to support the request of the Community Preservation Committee to fund the renovation of the Town Hall wooden flooring as specified in their motion for this Article 13.
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 14</b>
<b>Summary:</b>	
<b>Decisions Made:</b>	Members discussed to support the request of the Community Preservation Committee to fund a conservation restriction as specified in their motion for this Article 14.
<b>Actions to be Taken:</b>	<i>Action item for Rich, he will ask Ann Mazar what exactly this \$7000 would be paying for.</i> Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	<b>Article 15</b>
<b>Summary:</b>	This apparently includes about 70 acres of land adjacent to the current Senior Center. The demand for the Senior Center, according to the COA Director, is and will quickly outstrip the capabilities of the current site due to the predictable growth in the Mendon Senior population in the coming years.
<b>Decisions Made:</b>	Members discussed to support the request of the Community Preservation Committee to pass over this Article 15.
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	STM Warrant

<b>Topic Name:</b>	Interview Candidate for Fin Com
<b>Summary:</b>	Norm Round says he has no experience in general government or politics but is interested in volunteering and wants to get involved.
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	Vote Tabled and will vote at next meeting
<b>Related Documents or Exhibits:</b>	



# TOWN OF MENDON

Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Approved 3/11/14

Rich Schofield, Chairman  
 Chris Burke, Vice Chairman  
 Willem Angenent, Secretary  
 Mike Merolli  
 Brian Guzman  
 Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Wednesday, February 26, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 9:30 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Rich Schofield  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Topic Name:</b>	Approval of Minutes
<b>Summary:</b>	
<b>Decisions Made:</b>	Willem moves Mike M seconds to approve minutes of January 8, Vote approved unanimous Brian moves, Willem seconds to approve minutes of January 29, Mike abstains. Vote approved. Mike M moves, Brian to approve minutes of Feb 24STM, Minutes of Feb 20 were tabled for amendments and will be voted at next meeting.
<b>Actions to be Taken:</b>	Vote Minutes approved as above.
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Discussion about Insurance increase Jean Berthold explains what is known so far that the increase will be 9.8% and Rich says we budgeted for 10%.
<b>Summary:</b>	
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	Vote
<b>Related Documents or Exhibits:</b>	

<sup>1</sup> If "Present" contains an "x" that person was physically present.

<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Topic Name:</b>	Assessor's Budget
<b>Summary:</b>	Jean explains her budget but says she may have to come back for more money in the mapping line item as mapping is very expensive and she is sure she will not have enough money to get to the end of the fiscal year if we budget as is.
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	Vote
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Town Clerk Budget & Elections Budget
<b>Summary:</b>	Margaret reviews all and explains as in the past the elections budget will depend on how many elections we have in the course of the year.
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	Vote
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Treasurer Collector Budget
<b>Summary:</b>	Linda reviews her budget, explains delinquent tax issues and collection info and gives updates.. Rich asks if she is able to give up \$1000 anywhere in her budget. She will check but she says it is tight as it is now. Worc County Retirement: we should pay that before July 1 <sup>st</sup> bec we get 5% off if by then. Its \$353K so a reasonable discount.
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	vote
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Selectmen Budget/Town Counsel/Engineering/Con Com/Town Reports/Town Hall Services
<b>Summary:</b>	Diane reviews. Town Counsel unpredictable there are always more legal issues than expected. Diane explains other increases and how the estimates are as best they can guess for things that are unpredictable such as unemployment.
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	Vote
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Deficit Spending - Highway Department
<b>Summary:</b>	Request for \$40,000 for Snow and Ice account which is over budget. Members agree this was expected with the heavy snow we've had this winter.
<b>Decisions Made:</b>	Brian moves, seconded by Mike M to deficit spend in the amount of \$40,000.
<b>Actions to be Taken:</b>	Vote Approved Unanimous.
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Discussion about new member
<b>Summary:</b>	Members feel we should get back to the individual who was interviewed at a previous meeting and ask if he is still interested and able to devote the time, and then make a recommendation to the BOS.
<b>Decisions Made:</b>	Brian moves, seconded by Mike M to talk to Norm Round and then make the recommendation if he is still interested.
<b>Actions to be Taken:</b>	Vote Approved Unanimous.
<b>Related Documents or Exhibits:</b>	

Approved 3/11/14



# TOWN OF MENDON

Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Rich Schofield, Chairman  
Chris Burke, Vice Chairman  
Willem Angenent, Secretary  
Mike Merolli  
Brian Guzman  
Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Wednesday, March 05, 2014  
**Time Called to Order:** 7:05 PM  
**Time Adjourned:** 8:30 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Rich Schofield  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Also present Selectmen Tinio, Goddard and Reil. Highway Supt Alan Tetreault

<b>Topic Name:</b>	Review Budget status with Selectmen
<b>Summary:</b>	Rich explains the current status of the budget and what the shortfall is at this point with budgets that have been reviewed.
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

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<b>Topic Name:</b>	Mechanic hiring for Highway \$24,100
<b>Summary:</b>	Alan wants a \$2/hr pay increase for the new mechanic position which is at a very low place on the pay scale. Alan is also hoping to get more money for himself and the head mechanic in order to get the work done. At this point he will do the vehicle maintenance with a 2 <sup>nd</sup> mechanic full time. Other stipulations: the lift has to come over to the hiway building, the tire and balancing machine is in the firehouse, he would have to get one in the hiway building or move that one over. The hope is to try this plan out for one year and reassess at that point to see if this is working. Also going forward he will be needing a wash basin, also a washbay, and lastly Alan will be looking for compensation for taking this new proposal on.
<b>Decisions Made:</b>	Will try this plan for one year and reassess for FY16
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Reduce the increase in Town Counsel line item
<b>Summary:</b>	With new Town Administrator we shouldn't need more in this line item but less, also its is agreed we should not increase this amount.
<b>Decisions Made:</b>	Selectmen feel that with a new Administrator it should not be necessary to increase the amount in this line item, however, initially a new Admin may NEED more help from Town Counsel if he/she is new to much of the legal issues.
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Cyclical inspection
<b>Summary:</b>	Makes more sense to budget one fifth per year.
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Take Back Highway Hired Equipment Increase
<b>Summary:</b>	Alan was requesting another \$35,000 in hired equipment so the highway dept can do more than they do. This money now is taken out of another line item but this \$35K would take him back to where he should be.
<b>Decisions Made:</b>	Sel Goddard says this is project based and should be planned out as we go along and take it from one time expenses not operational. Rich recommends that we start picking off these projects once we start getting ahead of the game with revenue from free cash.
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Cruiser purchase
<b>Summary:</b>	plan if in order to use this method to balance the budget. Get two cruisers instead of three. Dave Kurczy explains rotation of vehicles and putting an administrative car which is way less expensive than a patrol car, up front for the Chief. This would save \$5200.
<b>Decisions Made:</b>	Selectmen agree they will stick to the three cruisers for now.
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	BVT recommendation.
<b>Summary:</b>	The BVT school assessment request is \$98,000 just for Mendon. Rich says the operational assessment is \$10,801 and that is the only place we could vote as a town for less.
<b>Decisions Made:</b>	Discussion where Rich explains we are having Dr fitzpatrick in next week and will get a better picture at that point.
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Mendon Upton Regional School Budget
<b>Summary:</b>	Rich states he understands the budget in the school is an issue and he knows this is not going to be an easy one to solve in a short period of time. The issue is all about the minimum local contribution will increase faster than we can keep up with.
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	New Fin Com member
<b>Summary:</b>	Fin Com has interviewed Norm Round for the position on the Fin Com and recommended to the Selectmen that he be appointed. At this meeting the Selectmen took a vote to appoint him which was unanimous
<b>Decisions Made:</b>	Norm Round appointed Fin Com member.
<b>Actions to be Taken:</b>	Vote from Selectmen to appoint Norm Round.
<b>Related Documents or Exhibits:</b>	

Approved 4/2/14



# TOWN OF MENDON

Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Rich Schofield, Chairman  
Chris Burke, Vice Chairman  
Willem Angenent, Secretary  
Mike Merolli  
Brian Guzman  
Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Tuesday, March 11, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 10:00 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Rich Schofield  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

**Also present Dr. Michael Fitzpatrick, Asst Supt Anthony Steele, Mendon School Committee Rep Dennis Braun**

<b>Topic Name:</b>	Blackstone Valley Tech Vocational School
<b>Summary:</b>	<p>Dr Fitzpatrick explains the drive for Local Contributions with Mendon's Minimum Contribution at \$661,773, less the Commonwealth's Obligation of \$576,398 making the Delta \$85,375. With the operational assessment adding 6 students at \$757,368 and preapproved debt of \$15,479 Mendon's full assessment is \$772,847 which is an increase of \$97,009...or a 2.5% increase per pupil. DR explains the grant status and esp the grants aimed at the three new programs at the school, namely Veterinarian, Engineering and Life Sciences. Dr shows a chart for per pupil assessment w/o debt to the town as an average of \$9,445, while Mendon's assessment is \$9,965 per 76 students enrolled in FY13.</p> <p>FYI fact there are currently 850 applications for 350 seats in the upcoming class. Chairman Rich asks Dr why students are so anxious to go to BVT. He explains graduate success/opportunity for hands on/a stepping stone to college with experience included.</p> <p>Dr explains strategies he is proposing to make the Town's participation more affordable.</p> <p>Rich has a discussion with the Dr about his philosophical feeling that there is a duplication of services between traditional schooling and some of the programs at BVT and we have to pay double for these services and the Mendon Budget simply cannot afford that.</p> <p>Dr asks Rich to communicate better with him and not through others. Dr asks Rich what he should say if others ask him if Mendon is in favor of the expansion at BVT. Rich states as Chairman he is not in favor of the expansion.</p>

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<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

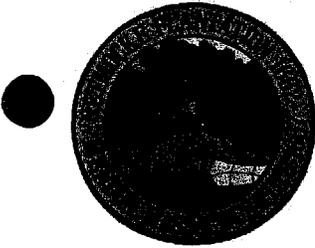
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	Rich will cc the Dr on emails to other Fin Coms regarding the BVT budget.
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Minutes of Feb 20, 2014
<b>Summary:</b>	
<b>Decisions Made:</b>	Brian moves Mike seconds to approve these minutes.
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Minutes of Feb 26, 2014
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike moves Brian seconds to approve these minutes
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Minutes of March 5, 2014
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike moves Brian seconds to approve these minutes
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Budget Review – how to balance
<b>Summary:</b>	Rich explains his suggestion to making the budget balance. He wants to take \$10,801 out of the excess deficiency of the BVT request. Possibly someone on the floor at the ATM will find another source of funds for that. If another source of funds is not suggested and the other 9 towns pass the BVT budget, then we should take it out of Fin Com reserve. A second source could be the trailers the \$16,000 annual fee, and a third the stipends for the Selectmen \$6200
<b>Decisions Made:</b>	Mike moves seconds to make adjustments as discussed (see attached)
<b>Actions to be Taken:</b>	Vote Approved Unanimous Rich will change the body of the budget and go into KVS and make adjustments
<b>Related Documents or Exhibits:</b>	



**TOWN OF MENDON**  
 Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Rich Schofield, Chairman  
 Chris Burke, Vice Chairman  
 Willem Angenent, Secretary  
 Mike Merolli  
 Brian Guzman  
 Mike Ammendolia  
 Norm Round

**MEETING MINUTES**

**Meeting Date:** Wednesday, April 02, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 9:15 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Rich Schofield  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

<b>Topic Name:</b>	<b>Minutes of March 11, 2014</b>
<b>Summary:</b>	Minutes reviewed
<b>Decisions Made:</b>	Mike moved Willem seconded to approve these minutes
<b>Actions to be Taken:</b>	Vote Approved Three yes, one abstained. (Norm Round has not been sworn in yet, so unable to vote).
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Fin Com Transfer \$845.00</b>
<b>Summary:</b>	Unforeseen expense of the Police Dept to have the trailers exterminated of mice. Mice were becoming a problem and needed to be dealt with immediately.
<b>Decisions Made:</b>	Mike moves Willem seconds to approve \$845 from Fin Com Reserve to pay the exterminator.
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	Fin Com Transfer paperwork

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<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) as approved by the Meeting Chair.

<b>Topic Name:</b>	<b>ATM Warrant Article 2</b>
<b>Summary:</b>	Article on warrant every year to assure no one makes a motion without specifying a source of funding.
<b>Decisions Made:</b>	Chris moved, seconded by Willem to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 3</b>
<b>Summary:</b>	Article to fix the salaries of elected officials of the Town.
<b>Decisions Made:</b>	Chris moved, seconded by Willem to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 4</b>
<b>Summary:</b>	Budget article. Rich explains there is one change to the budget that we had balanced at the last and Rich will explain later. At this point Curtis Johnson of BVT comes to the table and explains that, by law, the \$ number that BVT has requested from the town has to be the number that is placed on the warrant. Rich explains that our legal team is looking at this issue and he believes that we are legal in presenting in our budget our number \$10,801 lower than requested. Curtis and Rich go back and forth on the email that was issued today saying that this law makes it wrong for us to show a lower number on the warrant but Rich reiterates that altho he believes it is NOT an issue we do have our legal team looking at it. Rich says there is also an issue of principle here, the fact that BVT has the money but wants to defer using it. Rich says that money could have been used to reduce the debt service. Patrice Murphy speaks to the issue of Rich and his use of the media regarding not funding the request of BVT this year.
<b>Decisions Made:</b>	Rich has no problem putting a footnote on the BVT line item saying what the original ask is, and that our recommendation is for a lesser amount  Back to <b>Article 4</b> .....\$98,482 for Fin Com Reserve. Mike moved, Willem seconded to approve supporting \$98,482 for Fin Com Reserve
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 5</b>
<b>Summary:</b>	Chapter 90 money
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 6
<b>Summary:</b>	FY15 Update Valuation Account
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 7
<b>Summary:</b>	Establish a Revolving Fund for the Taft Public Library.
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 8
<b>Summary:</b>	Establish a Revolving Fund for the planning Board
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 9
<b>Summary:</b>	Establish a Revolving Fund for the Highway Department
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 10
<b>Summary:</b>	Establish a Revolving Fund for the Conservation Commission
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 11
<b>Summary:</b>	Amount of money for the Police Department State/Federal Grant Account
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 13
<b>Summary:</b>	Money for continued rental of the police trailer.
<b>Decisions Made:</b>	To Pass over this article to pay the annual rental for the police trailers
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 14
<b>Summary:</b>	Transfer money from the CPA Budgeted Reserve Account to fund the FY15 portion of the Fino Land Debt.
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 15
<b>Summary:</b>	Transfer \$20,000 form the CPA to renew the position of the part time Affordable housing Coordinator.
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 16
<b>Summary:</b>	To redo the tennis courts at the town park from CPA money from budgeted reserve instead of
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 17
<b>Summary:</b>	There is a 70 acre piece of land for sale near the senior There is a list of things that could be done with this land if CPC buys it but our priority would be to increase the size of the Senior Center.
<b>Decisions Made:</b>	Mike moved, Willem seconded to put this on hold until we have more info.
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 18
<b>Summary:</b>	Transfer money from CPA Historical Preservation Account for Town Hall wall replacement.
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 19
<b>Summary:</b>	Transfer money from CPA Historical Preservation Account for Town Hall Hardwood floors.
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 20
<b>Summary:</b>	Transfer money from CPA Historical Open Space Account fto fund ADA related improvements at the town beach
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 21
<b>Summary:</b>	Transfer money from CPA Historical Preservation Account for Town Hall ADA related improvenemets at town hall.
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 22
<b>Summary:</b>	Transfer money from CPA Historical Preservation Account ADA funding for the ramp and parking area at the town hall
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 24
<b>Summary:</b>	BVT debt approval
<b>Decisions Made:</b>	Mike moved, Willem seconded to approve supporting this article
<b>Actions to be Taken:</b>	Vote Not Approved 3 nos
<b>Related Documents or Exhibits:</b>	



**TOWN OF MENDON**  
 Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

*Approved 6/11/14*

Rich Schofield, Chairman  
 Chris Burke, Vice Chairman  
 Willem Angenent, Secretary  
 Norm Round  
 Mike Merolli  
 Mike Ammendolia  
 Brian Guzman

**MEETING MINUTES**

**Meeting Date:** Wednesday, April 16, 2014  
**Time Called to Order:** 7:02 PM  
**Time Adjourned:** 8:30 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Rich Schofield  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present<sup>1</sup></u>	<u>Remote<sup>2</sup></u>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input type="checkbox"/>	<input type="checkbox"/>	Norm Round	<input type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Topic Name</b>	<b>Article 17 Council on Aging and Paddock Property at 52 Providence Rd</b>
<b>Summary:</b>	Kevin Rudden says if the CPC is going to purchase this property (asking price \$390,000) it seems reasonable that the Senior Center should be able to set aside one acre (of the 70+) for non CPA usage for the center. This would fit an expansion, septic and plenty of additional parking. Re this land, Chris asks Ann Mazar how much of this 70+ acres are wet. Less than half is dry. Chris asks if this land can be divided up as buildable lots.
<b>Decisions Made:</b>	Chris moves, seconded by Brian to recommend approving this article.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Open Finance Committee Hearing for FY 2015
<b>Summary:</b>	Budget is read, no holds made, discussion to clarify BVT reduction started by Mike Watson. More discussion about the MURS Budget
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

**Topic Name:**

<sup>1</sup> If "Present" contains and "x" that person was physically present.

<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Summary:</b>	Highway Dept Reserve Fund Transfer Highway Dept truck needs \$3014.49 repair and while he is not out of money in his budget yet, he knows he will not have enough money to cover this before end of fiscal year.
<b>Decisions Made:</b>	Members want more info from Highway Surveyor
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	
<b>Summary:</b>	
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	
<b>Summary:</b>	
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	
<b>Summary:</b>	
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	
<b>Summary:</b>	
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	
<b>Summary:</b>	
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	

Approved 6/11/14



TOWN OF MENDON
Finance Committee
fincomm@mendonma.gov

Rich Schofield, Chairman
Chris Burke, Vice Chairman
Willem Angenent, Secretary
Norm Round
Mike Merolli
Mike Ammendolia
Brian Guzman

MEETING MINUTES

Meeting Date: Friday, May 02, 2014
Time Called to Order: 6:30 PM
Time Adjourned: 11:05 PM
Location: Miscoe Hill Auditorium
Meeting Chair: Rich Schofield
Recorder: Rich Schofield

Table with 6 columns: Member, Present1, Remote2, Member, Present, Remote. Lists attendance for Rich Schofield, Chris Burke, Willem Angenent, Jeanne Davoren, Mike Ammendolia, Mike Merolli, Norm Round, and Brian Guzman.

Topic Name: Fincom transfer for Highway Department Road Machinery (Line Item 421B)
Summary: Highway Surveyor explained that repair to the highway vehicle for which we transferred \$10,000 at the November STM based on the estimate he received to repair it came in \$3,414 more than quoted.
Decisions Made: Mike Merolli motioned, and Brian Guzman seconded, to transfer the \$3,414 from Fincom Reserve for General expenses.
Actions to be Taken: Transfer approved.
Related Documents or Exhibits: None.

Topic Name: Fincom Transfer for Highway Construction and Maintenance (Line Item 422B)
Summary: Highway Surveyor explained that the harsh winter has caused the culvert under Hopedale Street to fail. Typically, a repair of this type could cost around \$20,000.
Decisions Made: Mike Merolli motioned, and Brian Guzman seconded, to transfer the \$8,000 from Fincom Reserve for General expenses.

1 If "Present" contains an "x" that person was physically present.
2 If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Actions to be Taken:</b>	Transfer approved.
<b>Related Documents or Exhibits:</b>	None.

<b>Topic Name:</b>	Chapter 77 Transfer Request by Police Department
<b>Summary:</b>	Both Building and Vehicle Maintenance accounts are low and will not suffice through the balance of the year. Since we started the new Police Clerk so much later than the ½ year we budgeted for they can transfer within their own department from that account. Building Maintenance needs \$5,000 and Vehicle Maintenance needs \$7,000. This leaves a balance \$200 in Police Clerk salary after these transfers and after all salaries are paid out of this account at the end of the year.
<b>Decisions Made:</b>	Mike Merolli motioned, and Brian Guzman seconded, to execute the transfer as outlined above. Vote was unanimous.
<b>Actions to be Taken:</b>	Transfer approved.
<b>Related Documents or Exhibits:</b>	None.

<b>Topic Name:</b>	Chapter 77 Transfer Request by Police Department
<b>Summary:</b>	Dispatch Salaries and Police Uniforms will both come up short. Salaries will be short due to one paid leave for illness before insurance kicked in. Police uniforms is short due to some turnover in staff mid-year. Police Salaries have some additional money in it because of loss of officers due to injury which put pressure on overtime, but slowed spend from salaries. \$4,000 is need in Dispatch Salaries and \$6,000 in Police Uniforms.
<b>Decisions Made:</b>	Mike Merolli motioned, and Brian Guzman seconded, to execute the transfer as outlined above. Vote was unanimous.
<b>Actions to be Taken:</b>	Transfer approved.
<b>Related Documents or Exhibits:</b>	None.

<b>Topic Name:</b>	Fincom Transfer to Building Inspector Account Wages (Line Item 241A2)
<b>Summary:</b>	The number of building inspections is always a guess at the start of the year and is good news when the exceed estimates as that means more fees and more new growth. The Building Inspector estimates, based on known inspections in the works, that they will need about \$3,600 to pay the Inspector to the end of the year.
<b>Decisions Made:</b>	Mike Merolli motioned, and Brian Guzman seconded, to transfer the \$3,600 from Fincom Reserve for General expenses. Vote was unanimous.
<b>Actions to be Taken:</b>	Transfer approved.
<b>Related Documents or Exhibits:</b>	None.

<b>Topic Name:</b>	Source of Funds for the Sr. Center portion of the Paddock Property
<b>Summary:</b>	It became clear during the discussion of the Paddock property article during the Annual Town Meeting that we had failed to vote the source of funds along with

	our support of the Article itself (Article 17).
<b>Decisions Made:</b>	Mike Merolli motioned, and Brian Guzman seconded, to support Stabilization as the source of the \$8,000 portion for the Senior Center. Vote was unanimous.
<b>Actions to be Taken:</b>	Stabilization recommended as the source to Annual Town Meeting
<b>Related Documents or Exhibits:</b>	None.



**TOWN OF MENDON**  
 Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

*Approved 6/11/14*  
 Chairman  
 Chris Burke, Vice Chairman  
 Willem Angenent, Secretary  
 Norm Round  
 Mike Merolli  
 Mike Ammendolia  
 Brian Guzman

## MEETING MINUTES

**Meeting Date:** Wednesday, May 21, 2014  
**Time Called to Order:** 7:06 PM  
**Time Adjourned:** 8:05 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Chris Burke  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present<sup>1</sup></u>	<u>Remote<sup>2</sup></u>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Rich Schofield	<input type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Norm Round	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Topic Name</b>	Chris Burke opens the meeting as Vice Chairman <b><u>Reorganization - Chairman</u></b>
<b>Summary:</b>	Mike M makes a motion to nominate Chris Burke as Chairman, Brian seconds.
<b>Decisions Made:</b>	Chris explains he will take on the position however he expects to ask for and use the help of the members much more so than the previous chairman did. Chris accepts the nomination.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b><u>Reorganization - Vice Chairman</u></b>
<b>Summary:</b>	Brian makes a motion to nominate Mike M as Vice Chairman, Willem seconds Mike A moves to re-nominate Willem as Secretary, Brian seconds
<b>Decisions Made:</b>	Mike M accepts as Vice Chairman Willem accepts as Secretary.
<b>Actions to be Taken:</b>	Motions both Approved Unanimous Jeanne will send a note to the new Town Administrator to inform her and also to advertise for a new member to fill the empty seat on Fin Com.
<b>Related Documents or Exhibits:</b>	

<sup>1</sup> If "Present" contains and "x" that person was physically present.

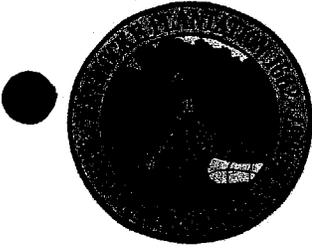
<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Topic Name:</b>	Property of Larry Pearson for sale.
<b>Summary:</b>	Mike A has been trying to reach Larry regarding this land. Possible town purchase for open space. Town gets first right of refusal. Larry has sold some pieces of it already.
<b>Decisions Made:</b>	Mike A will pursue Larry and get answers on what is available and what he wants to do with his land.
<b>Actions to be Taken:</b>	None.
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Willem states he is involved in a few other committees.....wishes to step off as the CPC representative.
<b>Summary:</b>	Brian steps up to the plate and volunteers to be the Fin Com rep to the CPC.
<b>Decisions Made:</b>	All agreed Brian will be the rep to CPC.
<b>Actions to be Taken:</b>	Jeanne will notify BOS of such.
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	
<b>Summary:</b>	
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

Approved 6/18/14



TOWN OF MENDON  
Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Chris Burke, Chairman  
Willem Angenent, Secretary  
Norm Round  
Mike Merolli  
Mike Ammendolia  
Brian Guzman, *Vice Ch*

MEETING MINUTES

**Meeting Date:** Wednesday, June 11, 2014  
**Time Called to Order:** 7:06 PM  
**Time Adjourned:** 10:00 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Chris Burke  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
	<input type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Norm Round	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Topic Name</b>	Chairman Chris Burke opens the meeting <b><u>Article 8 Highway</u></b>
<b>Summary:</b>	For repair bills to keep from overspending in the Road Machinery account.
<b>Decisions Made:</b>	Mike M moves, seconded by Brian to support Article 8 to transfer \$2597 from the Pothole Account to Road Machinery Expenses(line item 421B)
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 9 Highway
<b>Summary:</b>	This is to fix the difference in the new employee's salary
<b>Decisions Made:</b>	Brian moves, seconded by Mike A to support Article 9 to transfer \$1135 from Highway Construction and Maintenance to Road Machinery Expenses(line item 421B)
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<sup>1</sup> If "Present" contains and "x" that person was physically present.

<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Topic Name:</b>	Article 10
<b>Summary:</b>	
<b>Decisions Made:</b>	Brian moves, seconded by Mike A to support Article 10 to transfer \$3343.27 from Trash Disposal to Snow & Ice Removal Salaries (line item 423A)
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 11
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike A moves, seconded by Brian to support this article to transfer the amounts as written on the funding spreadsheet attached to the minutes totaling \$94,947.21 with \$5630.37 remaining.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 16
<b>Summary:</b>	Alan states he NEEDs this truck now because his existing truck is down and reached the limits of extending it any further. Willem states there is no Capital Committee to recommend this and that Fin Com should be aware of that.
<b>Decisions Made:</b>	Mike M moves, seconded by Brian, to support this article to transfer \$45,000 from the Capital Expenses account to purchase a 2015 Chevy 2500 series Pick Up truck.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 20 CPC
<b>Summary:</b>	Ann Mazar states the amount requested to pay for the closing costs will most probably be \$11,000+. Willem tells the members he will not support this because now we have to go back to the voters and say we made a mistake on the amount of money we needed for this process.
<b>Decisions Made:</b>	Brian moves, seconded by Mike M to support transferring up to \$20,000 for the closing and the costs for a Conservation Restriction on the 70+ D'Allessandro Property located at 52 Providence Street in Mendon. Discussion to ask for the \$11,000+ just for the closing costs and amend the article to NOT include the Conservation Restriction and then come back in November and ask for the rest of the money if needed. Ann says she would RATHER do it all at once and set the money for the Conservation Restriction aside. New motion: Brian moved, seconded by Mike A, to support transferring \$11,754 for just the closing costs for this article. This is the amount of money which is left in the Budgeted Reserve.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 21 CPC
<b>Summary:</b>	So there is no money left in Budgeted Reserve now and we should pass over this article but Willem says if we pass over this it may come to pass that the playground may not be able to open this summer.
<b>Decisions Made:</b>	Mike M moves, seconded by Mike A that we not support the transfer for this article because altho we know the money should be coming in, we don't have that money now.
<b>Actions to be Taken:</b>	Motion Approved 3Yes, 2 No.
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 24 CPC
<b>Summary:</b>	So there is no money left in Budgeted Reserve now and we should pass over this article
<b>Decisions Made:</b>	Mike A moves Brian seconds to support this article to transfer money to replace the tennis courts and fence around the tennis courts at Memorial Field.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 22 CPC Historical Preservation
<b>Summary:</b>	
<b>Decisions Made:</b>	Brian moves, seconded by Mike M to support this article to transfer up to \$8400 from the Community Preservation Historical Preservation Account to conduct an archeological survey of the Town Forest.
<b>Actions to be Taken:</b>	Motion Approved 4yes, 1no.
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 23 CPC Historical Preservation
<b>Summary:</b>	Ramp at town hall
<b>Decisions Made:</b>	Brian moves, seconded by Mike M to support this article to transfer up to \$20.000 from the Community Preservation Historical Preservation Account to repair and preserve the outside ramp at Town Hall.
<b>Actions to be Taken:</b>	Motion decision to hold this motion until Ann gets more information
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 25
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike M moves, seconded by Brian to support this article to transfer up to \$500 from the CPC Open Space Account to fund signage for the trails on town owned open space.
<b>Actions to be Taken:</b>	Motion Approved 4yes, 1No
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 3
<b>Summary:</b>	Outstanding town counsel bills
<b>Decisions Made:</b>	Mike A moves, seconded by Brian to support this article to transfer \$10,000 from Fin Com Reserve to Town Counsel Expenses
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 4
<b>Summary:</b>	Fire wall, Backup Software, 500gig for tow hall Server, PC for Town Clerk
<b>Decisions Made:</b>	Mike M moves seconded by Brian, to support this article to transfer \$2137.67 from Fin Com reserve to Town Hall Services Computer Expenses(line item 199E)
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 14
<b>Summary:</b>	This request is for the expense for Plan changes for employee's health insurance..
<b>Decisions Made:</b>	Mike M moves seconded by Brian, to support this article to transfer \$2461 from Town Administrator to Health Insurance Expenses(line item 914B)
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Chapter 77
<b>Summary:</b>	Cost for shredding 107 additional boxes of old files
<b>Decisions Made:</b>	Mike M moves, seconded by Brian, to transfer \$790.40 from Fin Com Reserve to Town Hall Expenses
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Chapter 77
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike M moves, seconded by Brian to transfer \$898.27 from Long Term Dis, \$2000 from Vet Aid to Veterans, \$1200 from Dog Officer Expenses to Town Hall Lights
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Chapter 77
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike M moves, seconded by Brian to transfer \$2424.85 from Liability Insurance General Expenses to Town Hall Lights.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Chapter 77
<b>Summary:</b>	
<b>Decisions Made:</b>	Mike M moves, seconded by Brian to transfer \$3000 from Workmen's Comp Expenses General Expenses and \$10,000 from Town Hall, Administrator Wages to Town Counsel Expense., and transfer \$2310 from Liability Insurance General Expenses to Town Hall Utilities, Fuel.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Minutes Approval
<b>Summary:</b>	
<b>Decisions Made:</b>	Minutes were approved for April 2, April 26, May 2, and May 21, 2014
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

Approved 9/3/14



# TOWN OF MENDON

Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Chris Burke, Chairman  
Willem Angenent, Secretary  
Norm Round  
Mike Merolli  
Mike Ammendolia  
Brian Guzman

## MEETING MINUTES

**Meeting Date:** Wednesday, June 25, 2014  
**Time Called to Order:** 6:32 PM  
**Time Adjourned:** 8:30 PM  
**Location:** Miscoe Hill Auditorium  
**Meeting Chair:** Chris Burke  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
	<input type="checkbox"/>	<input type="checkbox"/>	Mike Ammendolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Norm Round	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Topic Name</b>	Chairman Chris Burke opens the meeting prior to the STM <b>Article 1</b>
<b>Summary:</b>	We miscalculated the amount of salary we would need when we transferred money at the last STM from this account. There is \$40 left in the account and about \$350 needed to finish out the year.
<b>Decisions Made:</b>	Mike M moves, seconded by mike A to support Article 1 to transfer \$350 from the Foundation Reserve Award Special Revenue Account.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 2</b>
<b>Summary:</b>	The was to be for an appellate tax hearing relative to Sylvan Springs for which the Principal Assessor will need to pay for an expert to support the Town's position in a dispute to be held on June 17 <sup>th</sup> . However, it has been postponed until January of 2015 by the consent of both parties.
<b>Decisions Made:</b>	Mike M moves, seconded by Mike A to pass over Article 2
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<sup>1</sup> If "Present" contains and "x" that person was physically present.

<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Topic Name:</b>	<u>Article 6</u>
<b>Summary:</b>	This was just a place holder in case that the Fire Department needed some additional expense money. This turned out not to be the case.
<b>Decisions Made:</b>	Mike M moves, seconded by Mike A to recommend that the town pass over this article.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<u>Article 9</u>
<b>Summary:</b>	The new laborer hired for the Highway Department was only in Highway part time (21 weeks). The balance of FY '14 he worked for the Parks Department. However, he was only working 32 hours per week for Parks. The Highway Surveyor made use of him for an additional 8 hours per week during his time working for Parks. This \$1,500 pays for that extra day from April to July.
<b>Decisions Made:</b>	Mike M moves, seconded by Mike A to support this article to transfer \$1,500 from Snow & Ice Removal New/Used Equipment (Line Item 423C) to Highway Construction and Maintenance Salaries (Line Item 422A1)
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<u>Article 11</u>
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote to transfer \$62,553.00 from the Foundation Reserve Award Special Revenue Account, 350.00 from Treasurer / Collector Banking Services (Line Item 145C), \$375.00 from Veteran's Benefits Aid to Veterans (Line Item 543C), \$700.00 from Plumbing Inspector Wages (Line Item 243A), \$3,000.00 from Tree Warden Expenses (Line Item 294B), \$1,500.00 from Town Hall Salaries (Line Item 199A1), \$2068.33 from Finance Committee Reserve for General Expenses (Line Item 131C), \$1,000.00 from Zoning Board Expenses (Line Item 176B), \$2,326.91 from Unemployment Expenses (Line Item 913B), \$1,840.94 from Board of Health Trash Disposal (Line Item 510C), \$578.35 from Snow & Ice New/Used Equipment (Line Item 423C), \$248.50 from Town Administrator Search Agency Special Article, \$19,494.18 from Town Hall Services Town Administrator Salary (Line Item 199A2), \$1,000.00 from Engineering Consulting Services – Conservation (Line Item 165C), \$1,000.00 from Engineering Consulting Services – Planning Board (Line Item 165D), \$1,000.00 from Engineering Consulting Services – Highway (Line Item 165E), and \$1,542.37 from Medicare Expenses (Line Item 916B) totaling \$100,577.58 to Snow & Ice Removal Expenses (Line Item 423B).
<b>Decisions Made:</b>	Mike M moves, seconded by Mike A, to reconsider this article and vote to support this article as written.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<u>Article 20 CPC</u>
<b>Summary:</b>	We agree to support up to \$11,000 to pay for the closing so it depends on how the CPC words their motion on this article.
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<u>Article 21 CPC</u>
<b>Summary:</b>	We agree to support but it depends on how the CPC words their motion on this article.
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<u>Article 23 CPC Historical Preservation</u>
<b>Summary:</b>	Ramp at town hall
<b>Decisions Made:</b>	Mike M moves, seconded by Mike A to recommend that the town pass over this article.
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Chapter 77 Interdepartmental Transfer
<b>Summary:</b>	Transfer \$200 from police Clerk Wages and \$200 from Quinn Bill to Police Vehicle Maintenace and \$850 from Police Salaries to Police uniform.
<b>Decisions Made:</b>	Mike A moves, seconded by Mike M to make this transfer
<b>Actions to be Taken:</b>	Motion Approved Unanimous
<b>Related Documents or Exhibits:</b>	



# TOWN OF MENDON

Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Approved 9/3/14

Chris Burke, Chairman  
Brian Guzman, Vice Chairman  
Willem Angenent, Secretary  
Mike Merolli  
Norm Round  
Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Wednesday, July 02, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 9:00 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Chris Burke  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present<sup>1</sup></u>	<u>Remote<sup>2</sup></u>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mike Ammendolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Norm Round	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

Selectman Rich Schofield is also present

<b>Topic Name:</b>	Interview Fin Com Candidate
<b>Summary:</b>	Chuck Scharnagle is interviewed and explains he is interested in how the town works and what part the Fin com has in making it work and how he can be a part of that.
<b>Decisions Made:</b>	Members decided to see if there are any others interested in becoming a member and since we wont be meeting for awhile now perhaps advertising for a few weeks to allow more interest.
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Chapter 77 Transfer
<b>Summary:</b>	Transfer \$2633.31 from Water Dept Expenses to Board of Health Trash Disposal
<b>Decisions Made:</b>	Mike M moves Brain seconds to make this transfer
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<sup>1</sup> If "Present" contains an "x" that person was physically present.

<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Topic Name:</b>	Chapter 77 Transfer
<b>Summary:</b>	Transfer \$146.56 from Engineering/Selectmen to Town Hall Utilities, Fuel
<b>Decisions Made:</b>	Mike M moves Brain seconds to make this transfer.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>From</b>	Chapter 77 Transfer
<b>Summary:</b>	Transfer \$1228 from TH Telephone and \$645.83 from TH Equipment Maintenance and \$133.51 from TH Building Maintenance to Town Counsel Expenses.
<b>Decisions Made:</b>	Mike M moves Brain seconds to make this transfer.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Chapter 77 Transfer
<b>Summary:</b>	Transfer \$200.68 from TH New Equipment to Town Hall Computer Expenses
<b>Decisions Made:</b>	Mike M moves Brain seconds to make this transfer.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Chapter 77 Transfer
<b>Summary:</b>	Transfer \$1300 from Street Lighting and \$200 from Selectmen Expenses Mtgs and Dues to Town Hall Utilities Lights
<b>Decisions Made:</b>	Mike M moves Brain seconds to make this transfer.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Chapter 77 Transfer
<b>Summary:</b>	Transfer \$456.09 from TH Janitorial Supplies and \$358.03 from TH New Equipment to Town Counsel Expenses
<b>Decisions Made:</b>	Mike M moves Brain seconds to make this transfer.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Chapter 77 Transfer
<b>Summary:</b>	Transfer \$1.00 from Town Accountant Expenses to Snow and Ice Removal Salaries
<b>Decisions Made:</b>	Mike M moves Brain seconds to make this transfer.
<b>Actions to be Taken:</b>	VA 3Y 1N
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Chapter 77 Transfer
<b>Summary:</b>	Transfer \$64.02 From Election & Registration and \$28.18 from Town Clerk Salaries to Election and Registration Postage.
<b>Decisions Made:</b>	Mike M moves Brain seconds to make this transfer
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Town Water and Billing issues
<b>Summary:</b>	Selectman Schofield discusses the water billing issue, Rich feels that an adjustment needs to be made in the billing in view of the upcoming increase. Rich feels that an increase should be made to the town's people since Hopedale has raised their fee, and he wants the fin com to be aware of the issue at this point. Chris asks really where the Fin Com's responsibility is, we can recommend but it is not our responsibility to decide.
<b>Decisions Made:</b>	Fin Com will wait until Water Bd comes to us to discuss. Meanwhile Rich is going to try to calculate what it will cost to replace the meters and get all the equipment updated and what it would cost per person to pay for this update and for how long.
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	



# TOWN OF MENDON

Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Chris Burke, Chairman  
Brian Guzman, Vice Chairman  
Willem Angenent, Secretary  
Mike Merolli  
Norm Round  
Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Wednesday, September 03, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 8:30 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Mike Merolli  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Chris Burke	<input type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent		<input type="checkbox"/>	Brian Guzman	<input type="checkbox"/>	<input type="checkbox"/>
Mike Ammendolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Norm Round	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

Selectman Rich Schofield is also present

<b>Topic Name:</b>	Chapter 77 Transfer
<b>Summary:</b>	Transfer \$500.00 from Fin Com Reserve to Police & Fire Accident Insurance Line item 919B.
<b>Decisions Made:</b>	Willem moves, Norm seconds to make this transfer
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Bills of a Prior Year
<b>Summary:</b>	Diane reviews expenses which need to be brought before the town at the Nov 5, 2014 STM.
<b>Decisions Made:</b>	Tabled until the next meeting for review and vote.
<b>Actions to be Taken:</b>	All agreed
<b>Related Documents or Exhibits:</b>	

<sup>1</sup> If "Present" contains an "x" that person was physically present.

<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) as approved by the Meeting Chair.

<b>Topic Name</b>	Initial Budget Review for FY2016
<b>Summary:</b>	Mike M reviews ideas about the new Town Administrator doing a lot of the initial budgetary discussions with the departments, starting with level service budgeting. Mike did talk to Town Administrator Kim Newman, and she would like to meet with Fin Com Nov 12 <sup>th</sup> . (Mike A asks for copy of her contract so Fin Com can review her duties) . Then she asked to set up meetings thru December, January and February with the Finance Committee after having had meetings with the department heads regarding their budgets.
<b>Decisions Made:</b>	Will begin to post meetings starting with October 8 <sup>th</sup> .
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Approval of Minutes
<b>Summary:</b>	Minutes of June 25, Minutes of July 2, 2014
<b>Decisions Made:</b>	Willem moves, Mike A seconds minutes of June 25, 2014 Mike A moves, Willem seconds minutes of July 2, 2014
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	
<b>Summary:</b>	
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	



# TOWN OF MENDON

Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Chris Burke, Chairman  
 Brian Guzman, Vice Chairman  
 Willem Angenent, Secretary  
 Mike Merolli  
 Norm Round  
 Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Wednesday, September 03, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 8:30 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Mike Merolli  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Chris Burke	<input type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent		<input type="checkbox"/>	Brian Guzman	<input type="checkbox"/>	<input type="checkbox"/>
Mike Ammendolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Norm Round	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

Selectman Rich Schofield is also present

<b>Topic Name:</b>	Chapter 77 Transfer
<b>Summary:</b>	Transfer \$500.00 from Fin Com Reserve to Police & Fire Accident Insurance Line item 919B.
<b>Decisions Made:</b>	Willem moves, Norm seconds to make this transfer
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Bills of a Prior Year
<b>Summary:</b>	Diane reviews expenses which need to be brought before the town at the Nov 5, 2014 STM.
<b>Decisions Made:</b>	Tabled until the next meeting for review and vote.
<b>Actions to be Taken:</b>	All agreed
<b>Related Documents or Exhibits:</b>	

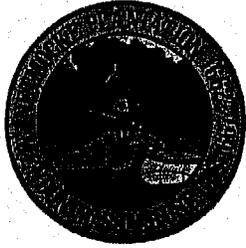
<sup>1</sup> If "Present" contains an "x" that person was physically present.

<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Topic Name</b>	Initial Budget Review for FY2016
<b>Summary:</b>	Mike M reviews ideas about the new Town Administrator doing a lot of the initial budgetary discussions with the departments, starting with level service budgeting. Mike did talk to Town Administrator Kim Newman, and she would like to meet with Fin Com Nov 12 <sup>th</sup> . (Mike A asks for copy of her contract so Fin Com can review her duties) . Then she asked to set up meetings thru December, January and February with the Finance Committee after having had meetings with the department heads regarding their budgets.
<b>Decisions Made:</b>	Will begin to post meetings starting with October 8 <sup>th</sup> .
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Approval of Minutes
<b>Summary:</b>	Minutes of June 25, Minutes of July 2, 2014
<b>Decisions Made:</b>	Willem moves, Mike A seconds minutes of June 25, 2014 Mike A moves, Willem seconds minutes of July 2, 2014
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	
<b>Summary:</b>	
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	



# TOWN OF MENDON

Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Chris Burke, Chairman  
 Brian Guzman, Vice Chairman  
 Willem Angenent, Secretary  
 Mike Merolli  
 Norm Round  
 Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Wednesday, October 08, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 9:00 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Mike Merolli  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input type="checkbox"/>	<input type="checkbox"/>
Mike Ammendolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Norm Round	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input checked="" type="checkbox"/>				

Selectman Rich Schofield is also present, also Town Administrator Kim Newman

<b>Topic Name:</b>	Interview New Candidates for Fin Com opening
<b>Summary:</b>	Members interviewed two candidates: Al Crisfield and Heather Allcock
<b>Decisions Made:</b>	Absent members of Fin Com will be updated on these interviews and discussion further following that.
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

### SPECIAL TOWN MEETING ARTICLES for November 5, 2015

<b>Topic Name:</b>	Article 1
<b>Summary:</b>	This article simply opens up Article 3 of the Annual Town Meeting to reset the salaries of elected officials in order to provide the negotiated salary increase. The money is actually moved in the immediately following Article 3.
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	Tabled
<b>Related Documents or Exhibits:</b>	

<sup>1</sup> If "Present" contains and "x" that person was physically present.

<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Topic Name</b>	<b>Article 2</b>
<b>Summary:</b>	As a first step to improving the fairness of the remuneration of our Town employees, this article aims to align the hourly compensation of a few individuals who were not aligned with the compensation study we had done several years ago.
<b>Decisions Made:</b>	Mike moves Willem seconds to open discussion on this article but this article needs time for more discussion and will be held until later to devote more time for it.
<b>Actions to be Taken:</b>	Tabled
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 3</b>
<b>Summary:</b>	These transfers provide for the funding required for the Town to live up to the salary increased negotiated between the Board of Selectman and Town employees for this financial year. This shows for a 3% increase.
<b>Decisions Made:</b>	Mike A moves, Willem seconds to open this article for discussion
<b>Actions to be Taken:</b>	VA 2 Yes, Mike A abstained
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 4</b>
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote to transfer \$16500 from Free Cash to fund a salary compensation study for Town employees
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article. After further discussion Mike A recommends holding this discussion until more information is available.
<b>Actions to be Taken:</b>	Tabled
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 5</b>
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote to raise and appropriate \$3000 to fund Selectman Expenses.
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 6
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote to transfer \$3790.53 from Free Cash to fund Unpaid Bills of a Prior Year (Line Item 196B),
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article
<b>Actions to be Taken:</b>	Jeanne will ask Admin Asst for clarification on Verizon and Boston Mutual bills of prior year. Tabled until then.
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 7
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote to transfer \$1000 from Free Cash to Town Hall Services Expenses (Line Item 199B) Kim explains this is for repair work in the lower floor, more info to come
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article
<b>Actions to be Taken:</b>	Tabled
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 8
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote to transfer \$19000 from Free Cash to fund Town Hall Services New Equipment (Line Item 199E) \$10000 for printer, \$9000 for new PCs
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article
<b>Actions to be Taken:</b>	Tabled
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 9
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote to raise and appropriate \$6000 to fund Dog Officer Expenses (Line Item 292B) Kim explains the reasons for this expense and the value of an animal control officer.
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 10
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote to raise and appropriate \$10801 to fund the deficit in the budget to Blackstone Valley Technical School (Line Item 310B)
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	



# TOWN OF MENDON

Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Chris Burke, Chairman  
Brian Guzman, Vice Chairman  
Willem Angenent, Secretary  
Mike Merolli  
Norm Round  
Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Wednesday, October 22, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 10:00 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Mike Merolli  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input type="checkbox"/>	<input type="checkbox"/>
Mike Ammendolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Norm Round	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input checked="" type="checkbox"/>				

Selectman Rich Schofield is also present, also Town Administrator Kim Newman

### SPECIAL TOWN MEETING ARTICLES for November 5, 2015

<b>Topic Name:</b>	<b>Article 11</b>
<b>Summary:</b>	This is for highway to do repairs to the bridges, asking \$50,000, fin com recommends \$45,000 more discussion to come.
<b>Decisions Made:</b>	Mike A moved, Willem seconded to open this article for discussion.
<b>Actions to be Taken:</b>	Tabled
<b>Related Documents or Exhibits:</b>	

<b>Topic Name</b>	<b>Article 13</b>
<b>Summary:</b>	OPEB stands for "Other Post Employment Benefits" and is a liability to Massachusetts towns related to benefits that municipal employees continue to receive after they retire. These include, among others, health care benefits as well as retirement benefits.
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article to transfer \$35,000 from Free Cash to fund the OPEC Trust Reserve Fund.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<sup>1</sup> If "Present" contains an "x" that person was physically present.  
<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) as approved by the Meeting Chair.

<b>Topic Name:</b>	<b>Article 14</b>
<b>Summary:</b>	In accordance with the recommendation of the Long Range Financial planning policy of the Town 50% of certified Free Cash should be allocated between Stabilization and Capital Expenses. \$150,000 we're recommending for Stabilization and the balance to CapEx.
<b>Decisions Made:</b>	Willem moves, Mike A seconds to recommend this article to raise and appropriate \$2400 from excess levy for a copy machine and \$9849 for PC's from Free Cash. Willem moves, Mike A seconds Raise and appropriate \$94575.96 and transfer \$30424.04 from Free Cash.
<b>Actions to be Taken:</b>	VA U
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 2</b>
<b>Summary:</b>	As a first step to improving the fairness of the remuneration of our Town employees, this article aims to align the hourly compensation of a few individuals who were not aligned with the compensation study we had done several years ago.
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article to raise and appropriate \$2943.04 from excess levy to town treasurer collector salary 145A2
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 8</b>
<b>Summary:</b>	As printers fail in the Town Hall we are not replacing them in favor of a centralized industrial strength unit that is networked and is capable of copying, scanning, and high capacity printing. This unit is estimated at \$10,000 as well as we need to replace 9 extremely old PCs in this year's tech refresh cycle which we expect to be 10 PCs per year giving us a 5 year cycle over the 50 PCs we run in all our Town services.
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article to transfer \$12,249.00 from Free Cash to fund Town Hall Services New Equipment (Line Item 199E).
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 6</b>
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote to transfer \$3790.53 from Free Cash to fund Unpaid Bills of a Prior Year (Line Item 196B),
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article
<b>Actions to be Taken:</b>	VAU.
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 7
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote to transfer \$1000 from Free Cash to Town Hall Services Expenses (Line Item 199B) Kim explains this is for repair work in the lower floor, more info to come
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article
<b>Actions to be Taken:</b>	Tabled again
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 15
<b>Summary:</b>	The Mendon Finance Committee recommends that the town vote to transfer \$50,000 from Free Cash to fund the Capital Expenditures account, and I so move.
<b>Decisions Made:</b>	Willem moves Mike seconds to recommend this article to transfer \$50,000 from Cap ex
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 19
<b>Summary:</b>	The Mendon Finance Committee supports / does not support the request of the Community Preservation Committee to fund a Conservation Restriction on the Pearson property as specified in their motion for this article 19.
<b>Decisions Made:</b>	Mike M moves Mike A seconds to recommend this article to come from CPC funds
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 20
<b>Summary:</b>	The Mendon Finance Committee supports / does not support the request of the Community Preservation Committee to fund a portion of the cost of the Pearson property as specified in their motion for this article 20
<b>Decisions Made:</b>	Mike M moves Mike A seconds to recommend this article to come from CPC funds
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 21
<b>Summary:</b>	The Mendon Finance Committee supports / does not support the request of the Community Preservation Committee to fund the cost of the Pearson property as specified in their motion for this article 21.
<b>Decisions Made:</b>	Mike M moves Mike A seconds to not recommend this article to come from CPC funds
<b>Actions to be Taken:</b>	V 1 No 3yes
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 22
<b>Summary:</b>	The Mendon Finance Committee supports / does not support the request of the Community Preservation Committee to fund the replacement of the fence surrounding the tennis courts at Memorial Field as specified in their motion for this article 23, \$540.40
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend this article
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 23
<b>Summary:</b>	The Mendon Finance Committee supports / does not support the request of the Community Preservation Committee to fund the replacement of the fence surrounding the tennis courts at Memorial Field as specified in their motion for this article 23 form CPC funds of \$88,350
<b>Decisions Made:</b>	Mike M moves Willem seconds to recommend this article
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 1
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote rescind the vote on Article 3 of the Annual Town Meeting of May 3rd, 2013 and fix the salaries and compensation of the elected officials of the Town as follows: <ul style="list-style-type: none"> <li>• Town Clerk, \$46,041.22 per annum</li> <li>• Tree Warden \$11.69 per hour</li> <li>• Highway Surveyor, \$78,476.85 per annum</li> </ul>
<b>Decisions Made:</b>	Mike A moves Willem seconds to recommend this article
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 4
<b>Summary:</b>	The Mendon Finance Committee recommends that the Town vote to transfer \$17500 from Free Cash to fund a salary compensation study for Town employees
<b>Decisions Made:</b>	Mike moves Willem seconds to recommend this article as amended.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Applicants for Fin Com seat
<b>Summary:</b>	Chris asks for a recommendation to the open fin com seat.
<b>Decisions Made:</b>	Mike moves to recommend AI to the BOS, all others voted to recommend Heather as the choice of the committee.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

Approved 1/7/15



# TOWN OF MENDON

Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Chris Burke, Chairman  
Mike Merolli, Vice Chairman  
Willem Angenent, Secretary  
Brian Guzman  
Norm Round  
Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Wednesday, November 05, 2014  
**Time Called to Order:** 6:30 PM  
**Time Adjourned:** 9:00 PM  
**Location:** ~~Town Hall - Main Meeting Room~~ *Miscoe*  
**Meeting Chair:** ~~Mike Merolli~~ *Chris Burke*  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mike Ammendolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Norm Round	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input checked="" type="checkbox"/>				

### SPECIAL TOWN MEETING ARTICLES for November 5, 2015

<b>Topic Name:</b>	Article 7
<b>Summary:</b>	This article is to pay for the removal of the tiles and installation of floor in lower level of town hall. Chairman Chris wanted to know if perhaps CPC money could pay for this but Admin Kim Newman said can't pay for maintenance projects.
<b>Decisions Made:</b>	Mike M moved, Brian Seconded to recommend that the Town vote to transfer \$3728 from Free Cash to Town Hall Services (line item 199B).
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 8
<b>Summary:</b>	This article is to fund a lease for a printer for the rest of the fiscal year and to replace 9 PC's in this years' tech refresh cycle.
<b>Decisions Made:</b>	Mike M moves Brian seconds to recommend that the town vote to transfer \$9,849 from Free Cash and raise and appropriate \$2,400 for a total of \$12,249 to fund town hall services New Equipment (line item 199E0)
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<sup>1</sup> If "Present" contains and "x" that person was physically present.

<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Topic Name:</b>	Article 9
<b>Summary:</b>	This article is to pay for the increase in expense for the Dog Officer services that have risen in cost in our regional agreement with Uxbridge.
<b>Decisions Made:</b>	Mike moves Brian seconds to recommend that the Town vote to raise and appropriate \$6280 to fund Dog Officer Expenses (line item 292B) .
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 11
<b>Summary:</b>	Chairman Chris spoke to Highway Surveyor Allan and it is important to get these two bridges repaired soon and the cost is at \$50,000.
<b>Decisions Made:</b>	Mike M moved, Brian Seconded to recommend that the Town vote to transfer \$50,000 from Free Cash to Highway Construction maintenance Expenses (line item 422B).
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name</b>	Article 14
<b>Summary:</b>	This article is to fund the Stabilization account.
<b>Decisions Made:</b>	Mike M moved, Brian Seconded to recommend that the Town vote to transfer \$40,424.04 from Free Cash and raise and appropriate \$94,575.96 for a total of \$135,000 to fund Stabilization.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 15
<b>Summary:</b>	This article is to recommend that the \$100,000 be put into Capital Expenses.
<b>Decisions Made:</b>	Mike moves Brian seconds to recommend the Town vote to transfer \$100,000 from Free Cash to fund the Capital Expenditures Account.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	Article 16
<b>Summary:</b>	This is to support the request of the Mendon Water Board to purchase a handheld meter reading package as specified in their motion for this article.
<b>Decisions Made:</b>	Mike M moves, Brian seconds to support this article.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 18</b>
<b>Summary:</b>	This article is to purchase cell tower antenna infrastructure.
<b>Decisions Made:</b>	Mike M moves Brian seconds to recommend this article.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 19</b>
<b>Summary:</b>	This article is to support the request of the CPC to fund a Conservation Restriction on the Pearson property as specified in their motion.
<b>Decisions Made:</b>	Mike moves Brian seconds to reopen and then vote to recommend this article
<b>Actions to be Taken:</b>	VA 3Y 1N
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 20</b>
<b>Summary:</b>	This article is to pass over the request of the CPC to fund the cost of the Pearson property as specified in their motion
<b>Decisions Made:</b>	Mike M moves Brian seconds to reopen and then vote to pass over this article
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Article 21</b>
<b>Summary:</b>	This article is to support the request of the CPC to fund a portion of the cost of the Pearson property as specified in their motion
<b>Decisions Made:</b>	Mike moves Brian seconds to recommend to reopen and then vote to support this article.
<b>Actions to be Taken:</b>	VAU
<b>Related Documents or Exhibits:</b>	

<b>Topic Name:</b>	<b>Other Business</b>
<b>Summary:</b>	A representative needs to be appointed to the Multi Board Budget Sub Committee.
<b>Decisions Made:</b>	Mike moves Brian seconds to appoint Willem to this board.
<b>Actions to be Taken:</b>	VAU.
<b>Related Documents or Exhibits:</b>	

Approved 1/7/15



TOWN OF MENDON  
Finance Committee  
[fincomm@mendonma.gov](mailto:fincomm@mendonma.gov)

Chris Burke, Chairman  
Mike Merolli, Vice Chairman  
Willem Angenent, Secretary  
Brian Guzman  
Norm Round  
Mike Ammendolia

## MEETING MINUTES

**Meeting Date:** Wednesday, December 03, 2014  
**Time Called to Order:** 7:00 PM  
**Time Adjourned:** 8:55 PM  
**Location:** Town Hall - Main Meeting Room  
**Meeting Chair:** Chris Burke  
**Recorder:** Jeanne Davoren

<u>Member:</u>	<u>Present</u> <sup>1</sup>	<u>Remote</u> <sup>2</sup>	<u>Member</u>	<u>Present</u>	<u>Remote</u>
Chris Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Merolli	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willem Angenent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brian Guzman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mike Ammendolia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Norm Round	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeanne Davoren	<input checked="" type="checkbox"/>				

Selectman Rich Schofield is also present, also Town Administrator Kim Newman

<b>Topic Name:</b>	<b>Approval of Minutes</b>
<b>Summary:</b>	Mike M moved, seconded by Willem to approve minutes of September 3, 2014. VAU Willem moved, seconded by Mike M to approve minutes of October 8, 2014, VAU Mike M and Brian Abstained Mike M moved, seconded by Willem to approve minutes of October 22 with a revision to Article 8 which should read \$12,249. VAU
<b>Decisions Made:</b>	Minutes of November 5 were tabled until Article 8, 9 and 14 were revised. Will be reviewed at January meeting.
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

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<sup>2</sup> If "Remote" contains an "x" that person participated remotely according to 940 CMR 29.10(5) a through e as approved by the Meeting Chair.

<b>Topic Name:</b>	<b>FY16 New Budgetary Process</b>
<b>Summary:</b>	Town Administrator Kim Newman is present to walk us through the new process by which we will be putting together the Budget with her assistance. She presents the first draft of the Budget Spreadsheets with the recommendation that we keep an eye on the major budgets namely PD, Salary Negotiations, Building Dept, Town Counsel. Kim re Library: she said originally we had a very high projection based on the new library opening in November 2015. But once she took a tour and spoke more in detail it was decided we would remove the new library estimate for the budget and go back to level services for the existing library.
<b>Decisions Made:</b>	Chairman Chris states we need to be really clear on our strategy this year and not waiver from the plan. Kim handed out the spreadsheet of "asks" and Chris advises not to get hung up on them, and advises revisit at next meeting.
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	

<b>Topic Name</b>	<b>Other Business</b>
<b>Summary:</b>	<ol style="list-style-type: none"> <li>1. Mike A suggests we get the most updated version of the Fin Com Handbook from the State and be sure all members have a copy.</li> <li>2. Meetings will be posted for Jan 7 and Jan 21, 2015</li> </ol>
<b>Decisions Made:</b>	
<b>Actions to be Taken:</b>	
<b>Related Documents or Exhibits:</b>	