



THE TOWN OF
HUBBARDSTON, MASSACHUSETTS
Finance Committee

Meeting Minutes – 4 January 2010

- Meeting convened at 6:30pm
- Present: Dave Simmerer, Jamie Pitney, Peter Carmosino, Mike Stauder
- No open meeting business
- Reserve Fund Transfer Requests:
 - Board Of Assessors: \$947.27
 - Computer related equipment
 - Not originally budgeted

FINCOM was not clear as to the purchase and/or the need. Was informed of an additional transfer request forthcoming. Tabled consideration of the request pending more information and having Deputy Assessor attending meeting.

- Review of Contracts for management employees:
 - Should salary increases be imbedded in contracts?
 - Policy on vacation increases
 - Recommendations

Discussion ensued on the role of FINCOM in reviewing contracts. Concerns were raised about ensuring that the BOS and Town Administrator have full range of negotiation tools to ensure securing top talent for the future. While all agreed that there are financial impacts to certain components of the contracts worthy of FINCOM discussion, it was ultimately decided to table this issue until and unless a specific financial issue is raised in contract.

- Memo from Highway Superintendant regarding Winter Materials Spending
Discussion ensued on memo from Supt Gauthier dated 30 December 2009. The message from the memo was intended to inform the BOS, Town Administrator and FINCOM as to the balance of the materials account (\$12,800) and more than ½ of the 2009-2010 winter remained.

Additional discussion took place on the possibility of using winter wage accounts to help subsidize materials spending. It was also noted that materials costs (salt, sand, etc.) have gone up substantially since last winter.

No transfer request was submitted (yet) so no vote was taken.

- Fire Department: Review & Recommend

Discussion ensued regarding the FINCOM's desire to review the situation with the Fire Chief and make any recommendations as appropriate to the BOS.

No information was available as of yet, so no action taken.

- Recommendation on FY 2011 Budget

Discussion ensued regarding FY 2011 budget and budget process. Level funding due to state cutbacks. Will need the ability to identify areas for further cutbacks if needed. Town Administrator to provide notice and calendar for the budget review and preparation.

- Other Business

- Tri-board meeting on 1/9 at 9AM. Dave Simmerer to request agenda from Town Administrator.
- Brief discussion on FINCOM's views relative to Town Financial Policy. Letter to BOS requesting a joint meeting in April. Follow up on combined Stabilization Account.
- Notice from Dave Simmerer: There will be a BOS meeting on the Trane project.

- Meeting Adjourned: 9:00PM

Respectfully submitted,



Jamie Pitney – Finance Committee Secretary

Approved: 5/12/2010