

To: Hubbardston Board of Selectmen

From: Raeanne Siegel, Town Administrator

Date: October 3, 2016

Re: Town Administrator's Report

5 Year Financial Forecast: Eric Kinshurf, CPA and Amy DeLaRoche will be presenting the results of the financial forecast at the November 14th Selectboard meeting. All boards and committees, as well as department heads will be invited to attend as well. The presentation will be recorded, and available for viewing soon after. We urge everyone to either attend and/or watch the presentation, to have insight into what the Town will be facing budget wise for the next 5 years.

New Ambulance: The new ambulance will be delivered sometime in late October. Chief Hayes was able to purchase a 2016 stock model, which resulted in being less expensive, and includes some features that would have been unaffordable if a 2017 had been purchased. The old ambulance has been traded in for \$5,600. The total, including the ambulance, new stretcher, cardiac monitor, and trade in was \$249,580. If the old ambulance had gone to the auction block, an additional \$5,600 would have been needed, to replace the trade in that was deducted from the price.

FY 18 Budget Calendar: The planning calendar for the FY 18 budget process has been created – please see attached. First in the process, the Capital Planning requests, have been sent to the department heads with a deadline of October 14th. As we move through the budget process, I will provide periodic updates.

Letter of Appreciation to Bill Shea: For the board's approval and signature is a letter of appreciation to Bill Shea, for the \$10,000 donation to the Police Department for community outreach.