

BOARD OF SELECTMEN & SEWER COMMISSIONERS'
MEETING MINUTES

Francis Faulkner Hearing Room
November 30, 2009
7:00 PM

Present: Chairman Knibbe, Selectmen Lauren Rosenzweig, Peter Berry and Mike Gowing, Town Manager Steve Ledoux and Recording Secretary

6:00 P.M. Chairman Knibbe opened the public meeting and moved to enter EXECUTIVE SESSION, TO DISCUSS LITIGATION, and to adjourn to return to public session at 7 PM. Roll call vote—all ayes. (see Executive Session Minutes).

7:00 P.M. It was moved to reconvene to Regular Session, a roll call vote was taken, all ayes

- I. CITIZENS' CONCERNS - NONE**
- II. PUBLIC HEARINGS AND APPOINTMENTS - NONE**
- III. SELECTMEN'S BUSINESS**
 - 1. CABLE TELEVISION CONTRACT DISCUSSION (POSTPONED TO A LATER MEETING)**
 - 2. FINANCE COMMITTEE - COST SAVINGS STUDY, MARY ANN ASHTON AND STEVE NOONE (ITEM # 4 ORIGINALLY IN PACKET)**

Mary Ann Ashton presented the results of the Finance Committees cost savings study. Finance Committee did a survey to get citizen input regarding cost savings for the Town. Over 100 replies came in. In April the Committee submitted the list along with 3 questions to the town and school staff.

- Is it Legal
- Is it subject to Collective Bargaining
- How would it effect service to the town

Replies from the town resulted in 41 items already being done and in the schools 33 items are already being done. A Sub-committee was then formed and began meeting on refining the suggestions.

The survey is not another re-engineering study and it is not a business study; as it has not been vetted by staff or assessed as to the downside of implementation. It looked at items and made assumptions about savings.

Their purpose in presenting tonight is to request for the Board to create a joint task force with the FinCom and the School Committee to further study these cost saving ideas and create business cases for the most viable ideas. The task force would consist of Finance Committee members Steve Noone and Mary Ann Ashton, School Committee members Jonathan Chinitz and Xuan Kong and two members of the Board of Selectmen. Chairman Knibbe asked Selectmen Mike Gowing and Terra Friedrichs to join this task force and they agreed to do so.

Chairman Knibbe inquired what the deliverable would be for January.

Mary Ann Ashton replied they would do case studies on all items and build business cases for 8 to10 suggestions found to effectively produce savings; with an assessment of pros, risks and savings for 5 years out.

Selectman Rosenzweig stated that much more detail is needed, for example the item for reduction of hours in Town Hall and library—will that involve reduction of staff or just the hours that they work? And is that meaning of reduction consistent throughout the study?

Selectman Gowing inquired about the methodology --is it consistent?

MaryAnn Ashton stated it was not, the initial group only agreed on format and general approach.

Chairman Knibbe stated there is a need to separate the items that are true savings and those items that are service reductions.

3. FY 11 BUDGET – BOB EVANS

Mr. Evans would like to speak as a citizen, not a member of Finance Committee.

He stated: we need to work with a realistic budget. The staff and manager know exactly or pretty close to what they need to carry them through the next 4 years. Leave split alone and take 2M from reserves.

Chairman Knibbe stated we are doing what you are suggesting and staff is working those numbers. We need to see cuts at the different levels in order to make informed choices. We are looking at 3 things; look for savings, cut budgets and/or look for additional revenue. She said at ALG the report at next meeting will show the results of these efforts.

Selectmen Berry feels strongly about following the path agreed to at the ALG meeting.

4. LETTER TO STATE REPRESENTATIVES REGARDING UNFUNDED MANDATES (ITEM #7 ORIGINALLY IN PACKET)

Chairman Knibbe stated the Schools will submit their own letter. This letter is due but the representative agreed one more day would be fine for submission. Selectmen Rosenzweig noted that to do away with some of the unfunded Regulations would lead to safety issues. They pertain to very basic safety concerns. An example is stormwater and wastewater—it is good to increase the monitoring and permitting of stormwater discharge, but this is costly to the staff in terms of time, lab work, etc. We do not get money to the town to cover our costs. Another example is C.O.R.I checks. We want to make sure those working with our children have no criminal record, but this is very time-consuming for police to review. We could look at specifics or in general request the mandate stay, but change the reporting or other paper work requirements so they take up less staff time.

Selectmen Gowing stated - Ethics testing will have an effect; can we stop that before it starts? At a minimum the state should not add any new unfunded mandates. Selectmen Berry agreed Public health and environmental items should not be done away with. Chairman Knibbe will rework the last paragraph.

FUTURE AGENDAS

DECEMBER 7 & 21

JANUARY 11 & 25, 2010


Maryjane Kenney
Recording Secretary


Lauren Rosenzweig, Clerk

1/11/10
Date

BOARD OF SELECTMEN & SEWER COMMISSIONERS'
MEETING AGENDA

Francis Faulkner Hearing Room

November 30, 2009

7:00 PM

EXECUTIVE SESSION, 6:00 P.M. – 7:00 P.M. ROOM 126

6:00 P.M. EXECUTIVE SESSION, TO DISCUSS LITIGATION

- I. CITIZENS' CONCERNS**
- II. PUBLIC HEARINGS AND APPOINTMENTS**
- III. SELECTMEN'S BUSINESS**
 - 1. CABLE TELEVISION CONTRACT DISCUSSION (POSTPONED TO A LATER MEETING)**
No Materials Enclosed
 - 2. FINANCE COMMITTEE - COST SAVINGS STUDY, MARY ANN ASHTON AND STEVE NOONE**
Enclosed Please find materials in the subject regard for Board consideration.
 - 3. FY 11 BUDGET CONCERNS – BOB EVANS**
Enclosed Please find materials in the subject regard for Board consideration. (Extra Information)
 - 4. LETTER TO STATE REPRESENTATIVES REGARDING UNFUNDED MANDATES (ITEM #7 ORIGINALLY IN PACKET)**
Enclosed Please find materials in the subject regard for Board consideration.
 - 5. OTHER BUSINESS**
- IV. CONSENT AGENDA**
- V. EXECUTIVE SESSION**
There will be a need for Executive Discussion to discuss Litigation

ADDITIONAL INFORMATION

Enclosed please find additional correspondence that is strictly informational.

FUTURE AGENDAS

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This is not a complete agenda.

DECEMBER 7 & 21

JANUARY 11 & 25, 2010

MINUTES PENDING VOTES

November 2, 2009, November 16th

PENDING COMMITTEE APPOINTMENTS

Mr. Rose – Historic District Commission - Sent to VCC for interview

Dennis Loria – Green Advisory Board, Associate - Sent to VCC for interview

Tom Arnold – Conservation or Land Committee - Sent to VCC for Interview