

**TOWN COUNCIL MINUTES
BUDGET MANAGEMENT COMMITTEE
Town Hall Council Chambers
April 12, 2007**

Present: Kenneth J. DiFazio, Chairperson
Paul J. Leary, Vice-Chairperson
Sue Kay
Patrick O'Connor
Michael Molisse

Also Present: James Clarke, Director of Planning & Community Development
Jane Hackett, Chief of Staff
Richard Swanson, Town Auditor
James Wilson, Chief Financial Officer

Recording Secretary: Janet Murray

Chairman DiFazio called the Budget/Management Committee Meeting to order at 6:45pm.

07 040 – Appointment to the Recreation Commission – Gloria Pegurri

Chairman DiFazio noted that Ms. Pegurri was not asked to be present this evening with the thought that she would be present at the 4/17/07; however, Ms. Pegurri will be on vacation next week.

Councilor Kay asked if this was a re-appointment or a new appointment. Ms. Hackett stated that it was a new appointment.

Councilor Leary noted that after looking at Ms. Pegurri's resume, she appears to be well qualified for the position.

A MOTION was made by Councilor Kay to recommend FAVORABLE ACTION on item number 07 040 and was seconded by Councilor O'Connor and UNANIMOUSLY VOTED.

Review/Discussion on Revenues, Fixed Costs (Debt and Benefits), Revolving and Donation Accounts with Chief Financial Officer

Mr. Wilson and Ms. Hackett gave an overview of the budget documents.

Mr. Swanson noted that House 1 budget has come out with a Chapter 70 dollar figure which is \$625,000 less than expected.

Ms. Hackett stated that the Mayor is not prepared at this time to start cutting this dollar figure from the budget. Although it is unlikely, he intends to wait until the final budget figures are released.

Mr. Swanson asked additional questions regarding the revenue documents.

Mr. Wilson noted that items showing changes were due to actual receipts as opposed to projected amounts.

Review/Discussion on Capital Improvement Plan with CIP Committee and Chief Financial Officer

James Clarke, Director of Planning and Community Development, Paul Hurley, Chairperson of the Planning Board, and Walter Flynn, Chairman of the Community Preservation Committee appeared before the Committee.

Ms. Hackett gave an overview of the Capital Improvement Plan (CIP) process.

Ms. Hackett stated that the annual request for police cruisers will be forthcoming. She also noted that work is continuing on determining joint police/fire software.

Mr. Hurley noted that the Planning Board reviews all capital requests before they are submitted to the Mayor. He noted that they do not compare the items. Each is reviewed and ranked from one to four. Number one being an emergency, number two urgent, number three could be put off, and four is for new projects or those projects that could be shelved.

Ms. Hackett noted that the School Department ranks its own requests.

Mr. Hurley stated that he asks each Department Head to supply their ranking of capital requests.

Chairman DiFazio asked Mr. Hurley what the Planning Board's response was when the new library was proposed.

Mr. Hurley stated that this was an unscheduled request and it was not discussed by the Planning Board.

Chairman DiFazio noted that the boiler for the main library was on the FY 06 CIP but it is not on the FY 07 CIP.

Ms. Hackett stated that it was decided not to request any capital improvements until a decision is made regarding building a new library. She noted that any work done on the existing library would involve the closing of the library during construction.

Councilor Leary asked when the CIP was published. Ms. Hackett stated that it was published on March 1, 2007. He questioned if the numbers were current. Ms. Hackett stated that most of the numbers are accurate.

Councilor Leary asked about the timetable for the re-opening of the Fogg Library. Ms. Hackett stated that once the funding is identified, it would take from six months to a year to complete the repairs and renovations.

Chairman DiFazio asked if there was a completion date for the Back River Trail. Mr. Clarke stated that the project has been broken into parts. He stated that it is expected that construction be underway late this summer, pending available funding.

Councilor Kay asked if the Community Preservation Committee (CPC) had any submissions. Ms. Hackett stated that the CPC did not participate in the CIP process as they were in the organization process.

Mr. Clarke asked when the CPC would be requested to appear before the Committee. CPC will appear before the Committee on May 10, 2007.

ADJOURNMENT

At 8:45pm pm, there being no further business, A MOTION was made by Councilor Kay to ADJOURN and was seconded by Councilor O'Connor and UNANIMOUSLY VOTED.

Approved by: _____
Kenneth J. DiFazio, Chairperson