



TOWN OF TEWKSBURY

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876

FINANCE COMMITTEE

Thomas L. Cooke, Chairman
David Aznavoorian, Vice Chair
Damin Sutherby, Clerk
Ralph Ford
Raymond Lisiecki
David McGinness
Kelly Brooks

Meeting Minutes for January 17, 2013

1) Call to Order

Present was Thomas Cooke, David Aznavoorian, Damin Sutherby, Ralph Ford, David McGinness, and Kelly Brooks. Also present were Richard Montuori, Town Manager, and Melissa Johnson, Recording Secretary. Raymond Lisiecki and Karen Kucala, Finance Director, were not present.

Mr. Cooke noted that due to the posting issues with tonight's meeting, it will not be called to order. The meeting was held strictly for informational purposes and no motions or votes were taken. As a result, item numbers 2, 3, 10, and 11 of the agenda were not discussed.

2) Town Manager's Report – FY2013-2014 Budget Submittal

Mr. Montuori noted that the FY2013-2014 budget is almost completed and he will be reviewing it with Ms. Kucala tomorrow. It is expected that Mr. Montuori will present the budget to the Board of Selectmen at their meeting on January 31, 2013. Mr. Montuori suggested conducting a joint meeting with the Finance Committee and Board of Selectmen for the budget presentation. Mr. Montuori explained that there are no new items included within the FY14 budget other than the increase for the 2% salary increases.

3) School Department FY2013-2014 Budget

The FY2013-2014 School Department budget was submitted to the Finance Committee on or about January 12, 2013. Mr. Cooke requested an electronic copy of the school budget; which Mr. Montuori will provide to all of the members. Mr. Lisiecki met with the School Department on January 6, 2013 to review the budget and plans to meet with them again once the budget has been given to the School Committee; which is expected to occur on January 23, 2013.

4) Residential and Commercial Tax Rate Discussion and Update

Mr. Montuori noted that the Assessor will be making a presentation to the Board of Selectmen at their meeting on December 18, 2012 as to what he feels the tax rate should be set at.

5) New Growth RE Property and Town Revenues FY2013-FY2014

Mr. Cooke explained that he has requested Mr. Montuori submit the revenue numbers for this year and what the tax rate is expected to bring in for revenue as these figures should be known prior to setting the budget. Mr. Montuori is working on a spreadsheet for the new growth figures.

6) Committee Member Reports

High School Building Committee

Mr. Cooke noted that \$1 million of the \$1.75 million construction budget has not yet been committed. Mr. Montuori cautioned against the uses of the funds as they are borrowed. Any funds remaining on a bond issue requires town meeting approval to be spent unless it is project related. Mr. McGinness suggested using the funds to offset the building maintenance shortfall. Mr. Montuori explained that they are looking into what can and cannot be done with the funds.

7) Future Meeting Dates

Mr. Cooke noted that the meeting schedule he sent out for dates through June is tentative. Mr. Cooke would also like to arrange for the Town Assessor to come to a Finance Committee meeting.

8) Documents Presented and/or Discussed

None.

Respectfully submitted,

Approved: _____
Damin Sutherby, Clerk

Date