



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 March 28, 2013

1) Call to Order

The meeting was called to order at 7:30 p.m. by Thomas Cooke, Chairman, at the Tewksbury Police Headquarters. Present were David Aznavoorian, Ralph Ford, Raymond Lisiecki, Damin Sutherby, David McGinness, and Kelly Brooks. Also present were Richard Montuori, Town Manager, Karen Kucala, Finance Director, and Melissa Johnson, Recording Secretary.

2) Snow and Ice FY13 Budget & Overage Expenditure #5 and #6 from Town Manager

MOTION: Mr. Aznavoorian made the motion to approve Snow and Ice Overage Report #5 in the amount of \$335,958.95; seconded by Mr. Sutherby and the motion carried 7-0.

MOTION: Mr. Aznavoorian made the motion to approve Snow and Ice Overage Report #6 in the amount of \$337,701.98; seconded by Mr. Sutherby and the motion carried 7-0.

MOTION: Mr. Aznavoorian made the motion to approve Snow and Ice Overage Report #7 in the amount of \$399,110.82; seconded by Mr. Sutherby and the motion carried 7-0.

MOTION: Mr. Aznavoorian made the motion to approve Snow and Ice Overage Report #8 in the amount of \$448,922.63; seconded by Mr. Sutherby and the motion carried 7-0.

3) Lateral and Reserve Fund Transfers

None presented.

4) Correspondence

Mr. Lisiecki and Mr. Ford have both forwarded their liaison reports to the members via email.

5) **FY2014 Department Budget Discussion and Recommendations**

Finance Department

MOTION: Mr. Aznavoorian made the motion to approve the Town Manager's recommended FY14 Accounting Budget in the amount of \$357,294.00 net allocations; seconded by Mr. Lisiecki and the motion carried 7-0.

MOTION: Mr. Aznavoorian made the motion to approve the Town Manager's recommended FY14 Assessor's budget in the amount of \$276,184.00 net allocations; seconded by Mr. Sutherby and the motion carried 7-0.

MOTION: Mr. Aznavoorian made the motion to approve the Town Manager's recommended FY14 Treasurer/Collector budget in the amount of \$372,033.00 net allocations; seconded by Mr. Sutherby and the motion carried 7-0.

DPW

Mr. Cooke noted that he has not yet finished his liaison report on the DPW as he has some additional information to review. Among these items is sufficient funding for line painting, basin cleaning, changes in tasks due to low staffing levels, low staffing level in the highway department, etc. Mr. Montuori explained that a new employee will be hired in FY14 due to retirements.

Town Clerk

MOTION: Mr. Ford made the motion to approve the Town Manager's recommended FY14 Town Clerk budget in the amount of \$201,926.00 net allocations; seconded by Mr. McGinness and the motion carried 7-0.

MOTION: Mr. Ford made the motion to approve the Town Manager's recommended FY14 Parking Clerk budget in the amount of \$5,200.00; seconded by Mr. Sutherby and the motion carried 7-0.

MOTION: Mr. Ford made the motion to approve the Town Manager's recommended FY14 Elections budget in the amount of \$20,830.00; seconded by Mr. Aznavoorian and the motion carried 7-0.

Parks and Recreation

Mr. Cooke noted that the Parks and Recreation budget has been separated from the DPW budget. There are currently two employees in this department with one of them also serving as the animal control officer. Mr. Ford noted that it is his belief that the animal control officer should fall under the Board of Health.

MOTION: Mr. Sutherby made the motion to approve the Town Manager's recommended FY14 Parks and Recreation budget in the amount of \$124,335.00; seconded by Mr. Lisiecki and the motion carried 7-0.

Community Development

MOTION: Mr. Ford made the motion to table the Town Manager's recommended FY14 Community Development budget; seconded by Mr. Aznavoorian and the motion carried 6-1. Mr. Sutherby was opposed.

6) Future Meetings & Agenda Budget Items

The next meeting will be held on Thursday, April 11, 2013.

Mr. Lisiecki noted that the school department has addressed the \$200,000 shortfall in their budget and the School Committee has approved it. Mr. Lisiecki will forward the members the documentation on this.

7) Approval of Meeting Minutes – January 31, 2013

MOTION: Mr. Aznavoorian made the motion to approve the January 31, 2013 meeting minutes as presented; seconded by Mr. Lisiecki and the motion carried 7-0.

8) Documents Presented and/or Discussed

FY2014 Budget
Liaison reports from Mr. Ford and Mr. Lisiecki

Adjourn.

MOTION: Mr. Aznavoorian made the motion to adjourn at 8:49 p.m.; seconded by Mr. Sutherby and the motion carried 7-0.

Respectfully submitted,

Approved: _____
Damin Sutherby, Clerk

Date