



TOWN OF TEWKSBURY

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876

FINANCE COMMITTEE

David Aznavoorian, Chairman
Damin Sutherby, Vice Chair
Rob Kocsmiersky, Clerk
Raymond Lisiecki
Thomas L. Cooke
Laurence Sanford
Paul McDermott

Meeting Minutes December 18, 2014

1) Call to Order

The meeting was called to order by David Aznavoorian at 7:03 p.m. at the Police Station's Community Training Room. Present at the meeting were Tom Cooke, Ray Lisiecki, Larry Sanford, Paul McDermott, Damin Sutherby, and Rob Kocsmiersky. Also present was Richard Montuori, Town Manager, and Karen Kucala, Finance Director.

2) Town Manager and Finance Director Reports (as applicable)

Mr. Montuori reported that he sent out the FY2016 Budget Message to all departments and handed out a copy to all Finance Committee members. Mr. Montuori noted that the state budget deficit is larger than previously expected (up to \$1 billion). He noted that this is something we will have to keep an eye on. The last word from the state was that local aid would not be cut.

Mr. Montuori provided news that the Schools will have a higher than expected Special Education expense of somewhere between \$1.4 - \$1.7 million. Mr. Aznavoorian asked why the increase. Mr. Montuori explained that there are a significantly more students to accommodate – from 66 to 79 students. Mr. Montuori also believes that there will be a push for all day Kindergarten. Mr. Montuori suggested having the superintendent come in for one of the Finance Committee meetings. Mr. Cooke noted that the School budget should be available for review by mid January.

Mr. Lisiecki asked what the current Stabilization Fund balance was. Mrs. Kucala responded that it was about \$3.3 million.

Mr. Montuori reported that Michael Sheehan retired from the police department. Mr. Sutherby asked if they would look to hire a new officer. Mr. Montuori said they would.

Mr. Montuori reported that the town computer system was hacked and the hacker requested \$500 to release the hold they had on the system. The town worked with law enforcement to see if the hacker could be found, but ultimately paid the ransom. The vulnerable computer was an older computer running older software.

Mr. Sutherby asked about a future Communications Center. Mr. Montuori said that this was years out, but a regional center option is being pursued.

Mr. Montuori reported that the request for help in building new elementary schools was denied by MSBA. Mr. Montuori noted that Tewksbury may not look favorable to MSBA because of the neglect to the maintenance needs of the elementary schools. He also recommended that the town should have a new evaluation done. The last one was done prior to the new high school being built and is out dated.

Mr. Aznavoorian brought up Lateral Transfer Request #11 by police chief, Timothy Sheehan.

No.	Amount	From	To	Reason
11	\$13,117.65	Police-Salaries	Police-Sick buy back	This transfer is requested to fund this account for the sick buy back for Michael Sheehan in the amount of \$13,117.65

MOTION: Mr. Sutherby made the motion to approve Lateral Transfer No. 11 as presented above; seconded by Mr. Sanford and the motion carried 6-0-1. Mr. Cooke abstained from voting and discussion on transfer.

3) Finance Committee Matters of Interest (as applicable)

Mr. Aznavoorian noted that he booked the committee meeting dates for the upcoming budget season and sent email to the committee members with the meeting schedule. He noted that the public hearing would be on April 22, 2015. The only member to respond as not being able to attend is Mr. Kocsmiersky.

4) Committee Member Reports (as applicable)

None reported

5) Approval of Meeting Minutes

MOTION: Mr. Sanford made the motion to approve the April 23, 2014 meeting minutes; seconded by Mr. Lisiecki and the motion carried 5-0-2. Mr. Sutherby and Mr. McDermott did not take part in this vote.

MOTION: Mr. Sutherby made the motion to approve the November 20, 2014 meeting minutes; seconded by Mr. Sanford and the motion carried 7-0.

6) Approval of Recording Secretary and Timesheet

MOTION: Mr. Sutherby made the motion to approve the Recording Secretary's timesheet dated December 4, 2014 in the amount of \$201.19; seconded by Mr. Lisiecki and the motion carried 7-0.

7) Future Proposed Meeting Dates (subject to change)

The next meeting has been scheduled for Thursday, January 29, 2014. Mr. Aznavoorian said he will invite the school superintendent to this meeting.

Adjourn.

MOTION: Mr. Sutherby made the motion to adjourn at 7:41 p.m.; seconded by Mr. Sanford and the motion carried 7-0.

Approved: January 29, 2015

**Documents Presented and/or Discussed
December 18, 2014**

- 1) Lateral Transfer Request #11
A copy can be found with the Finance Department

- 2) Meeting Minutes – April 23, 2014 and November 20, 2014
A copy can be found with the Town Clerk’s office or with the Recording Secretary

- 3) Recording Secretary Timesheet for December
A copy can be found with the Finance Department