

**FINANCE COMMITTEE MINUTES  
JANUARY 26, 2010**

The meeting was called to order at 7:35 PM in the Selectmen's Meeting Room of the Town Hall. The following members were present: Ken Szajda, Jim Crews, Gordon Johnson, Pam Zicko and Tom Meehan. Jay Leary and Mark Schultz were absent from the meeting.

Gordon Johnson, seconded by Tom Meehan, made a MOTION to approve the minutes of January 12, 2010, as amended. Passed 4-0-1 (P. Zicko abs.)

Ken Szajda mentioned that the BOH would be asking at Town Meeting to create a vaccine revolving account, not to exceed \$16,000.

FinComm then discussed the new initiatives from the Schools that the principals had presented. Ken Szajda reminded FinComm members that \$298,000 had been appropriated at Fall Town Meeting to achieve replacement of computers: 1- to eliminate multi-platform suppliers; 2- replace the old monitors, which would be more energy efficient; and 3- replace old computers so they would all run off same systems. Within several weeks of the appropriation the schools' plans for the money shifted to: 1- \$9000 for replacement of a back office server; 2- partial replacement of computers; 3- purchase of 20 Mac laptops and 4- hold \$17,000 for expenditures for laptops that may come during the year. There would be no monitors replaced. Although it is not up to the FinComm to decide how these appropriated funds are to be spent, they wanted to explain their concerns. Gordon Johnson was concerned that the schools would be making an incomplete acquisition of PC's and spending another \$20,000 to go in another direction. The assumption had been that they would purchase 547 new computers with monitors. Ken Szajda said that the FinComm had attempted to address the schools' concerns and now they were going in a different direction. Gordon said that the Schools had changed direction shortly after Town Meeting and he asked why they don't hold off on the PC purchases until they have a chance to evaluate the Macs. Apple products are about twice the PC costs. Pam Zicko asked what the various phases of their plan are. One of the initiatives that the principals seemed to be concerned with was the need for new computers. Tom Meehan commented that the Schools had a capital plan which the FinComm had listened to and now they were spending some of the money on something different.

Ken Szajda asked Paul LeBeau if the BOS had come up with a budget review schedule yet. They plan to begin budget meetings on Feb. 8<sup>th</sup>. Paul mentioned that he and Andy Porter had met with Karen Spilka and Carolyn Dykema and mentioned that Holliston was looking at a -10% cut

Ken Szajda made a spreadsheet with a Scenario A & B – one with a wage guideline and one without. The cost of wages (with a 3% increase) is figured to be about \$679,000. Paul LeBeau said that in order to get his figures, he applied the initial cut and then added back in the wage component. There could be a plus of \$30,000 - \$40,000. Scenario C would be based on -12% local aide. FinComm didn't think they needed to go to the -12%. It has been communicated to dept. heads to expect a -3% at this time for budgeting purposes. Ken Szajda asked if members thought it should be changed to -2%. Tom Meehan said that he is still concerned that some costs

may go up (i.e. insurance) and there is a need to be conservative. Gordon Johnson agrees with Tom about being conservative – he has concerns with the cost of fuels and pensions. Ken also said that based on current numbers for FY10, there may be some favorability that could increase free cash. The consensus of the FinComm was to keep the preliminary guideline at -3%. Gordon Johnson expressed a concern with utilities and asked if there should be a separate guideline for utilities. After discussion, that doesn't seem necessary at this point in the process. Jim Crews would like to wait until after the joint resolution in mid-February before formalizing the guideline. For budget purposes at this time, there is a preliminary guideline of -3%.

At 9:05 PM, Pam Zicko, seconded by Jim Crews, made a MOTION to adjourn the meeting.  
Passed 5-0-0.

Respectfully submitted,  
Faith Antonioli, Secretary

Date Approved: March 2, 2010