



## TOWN OF NORTH ANDOVER

### FINANCE COMMITTEE

#### Meeting Minutes

Meeting Date: 3 February 2011

**Meeting Location:** Town Hall, First Floor  
Conference Room

**Meeting called to order: 6:55 PM**

Mark Rodgers-MR, Chairman	X	Thom Dugan-TD	X
Ramsey Bahrawy -RB, Vice Chairman	X	Robert Norbedo-RN	X
Ben Osgood-BO	X	Matthew Remis-MRem	X
Alan LeBovidge-AL	X	Herb Cunha-HC, Minutes	X
Peter Besen-PB	X	Pat Sifferlen, PS, Admin	X
Bonnie Wilkinson-BW			

#### Non FinCom Members in Attendance

OTHERS: -Jim Mealey, JM-School Admin/Finance -Sandy Glead, SG-VP NALWV

**Note: All FINCOM votes are subject to change upon receipt of new information.**

**Note: Documents used in this meeting are listed in Document Table, herein.**

#### II. Previous Minutes Approved

DATE: 27 Jan 2011 Minutes approved

#### III. New Business

##### AGENDA ITEM: A. Snow and Ice Update (Lyne)

Discussion: -MR: We are 2 snow storms over budget, costs will be included in update.

#### AGENDA ITEM: B. **Warrant Article Deadline**

- Discussion:
- MR: The deadline to present articles to BOS for the warrant is 7 February. The deadline for Citizen petitions is 25 February.
  - PB: He referred to the draft of Article titled, "Funding of Collective Bargaining Agreements." The Article previously submitted at last years Town Meeting showed all municipal contracts, only need to address those that are under negotiation.
  - MR: He suggested having FINCOM submit at Town Meeting, Transfer of Funds into the Stabilization Fund for Town to vote on. He will discuss with Charlie Salisbury about content and dollar value.
  - PB: He will work on Article titled "Amend town By-Law, Chapter 17, Finance" that Mark Rees outlined. He believes that this item will be a change to the Charter.
  - MR: He will check with Mark Rees to have Legal's interpretation of this item as to whether it is a by-law or Charter item.

#### AGENDA ITEM: C. **CIP Proposals, totals and next steps**

- Discussion:
- MR: We have an additional \$588k on School list for borrowing. 45.9% can be realized reimbursement if a Green project is approved.
  - Discussion took place about if we support School \$588k borrowing it will wipe out many other projects especially on the municipal side. Also this is a possible manner to reach debt service of 5.0% maximum.
- Action Item:**
- MR: **To input two scenarios to Mark Rees: First- 1. 5% into 2013, and Second- Otherwise scenario in 3 years.**
  - MR: If this doesn't work then we need to present impact.

#### AGENDA ITEM: D. **New Business**

- Discussion:
- MR: He requested comments about roofs, windows and IT computers/software and phones. At next meeting provide questions and schedules.

### IV. Next Meetings

10 Feb 2011 Town Hall, 1<sup>st</sup> Floor Conference Room

### V. Adjournment-

Motion: RB                      Yes Unanimous  
 Seconded: MRem                      Time: 8:20 PM

**DOCUMENTS PROVIDED AT MEETING**

<b>ITEM #</b>	<b>TYPE</b>	<b>FROM</b>	<b>TO</b>	<b>SUBJECT</b>	<b>COMMENTS</b>
1	By-Law Draft	Town Manager	FINCOM	Article BB Amend Town By-Law Chapter 59 Town Meeting and Article CC Amend Town By-Law Chapter 17 Finance	
2	Report	Town Accountant	General	Snow and Ice Budget comparison Public Works vs Accounting as of 1/24/11	
3	Article Draft	P Besen	FINCOM	Article for Funding of Collective Bargaining Agreements	
4	Spreadsheet	Supt School	General	Municipality Income data	

**ACTION ITEMS****C=Complete**

<b>ITEM #</b>	<b>ACTION ITEM</b>	<b>INDIVID.</b>	<b>COMPL. DATE</b>	<b>STATUS</b>
1-28	Completed items are shown in FINCOM Mtg Minutes of 4 Mar 2010 thru 28 Oct 2010 and 27 Jan 2011 for review.			C
30	Obtain copy of Osgood Landing sewer Budget from Lenny Degman, Asst to Mayor of Lawrence.	MR	24 Sep	
32	Provide CD for New FINCOM member handbook.	MR	16 Nov	
33	Put on the Agenda, Minority Report and the formation of a FINCOM Article Sub-Committee.	MR	16 Nov	
34	Input to Mark Rees 2 scenarios, First- 5% in 2013 and Second-Otherwise scenario in 3 years.	MR	3 Feb	