

Town of Northbridge
Finance Committee Meeting Minutes
February 8, 2017 at 6:00PM

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Finance Committee Attendees:

Finance Committee Members in Attendance: Plato Adams, Jim Barron, Chris Thompson, Chris Pilla, Lisa Ferguson and Steve Gogolinski.

Finance Committee Member not in Attendance: Jill Meagher

Town of Northbridge Administration and Other Attendees:

Ted Kozak, Town Manager and Neil Vaidya, Town Accountant - Town of Northbridge

Dr. Catherine Stickney, Superintendent of Schools, Town of Northbridge Public Schools

Melissa Walker, Business Manager, Town of Northbridge Public Schools.

Michael Lebrasseur - Chairperson - Town of Northbridge School Committee

Finance Committee Meeting

The meeting was called to order by the chairman; Plato Adams at 6:00PM.

Prior Meeting Minutes

A motion to approve the meeting minutes of September 29, 2016 was made by Chris Thompson, seconded by Steve Gogolinski and unanimously approved with Chris Pilla and Lisa Ferguson abstaining from the vote.

Other Post-Employment Benefits Committee (OPEB Committee)

A motion to appoint Chris Pilla as a designee from the Finance Committee to the OPEB Committee was made by Chris Thompson, seconded by Lisa Ferguson and unanimously approved.

The recently appointed member needs to be sworn in by the Town Clerk.

Being on this committee the members will be in an advisory role. The appointment is for two year appointment. However, if an individual were no longer on the Finance Committee a new Finance Committee member would need to be added to the committee by vote of the Finance Committee members.

School Department Budget

The following proposed / Draft budget information was presented to the Finance Committee:

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Process

Hosted three Budget Input Forums Fall / 2016
Requested / Received Essential Needs from School District Administrators

Priorities

Based on Community Input and Essential needs to move district forward:

- Improving Student Achievement at Balmer School (Level 3 Status)
- Maintaining and Strengthening the High School
- Addressing Technology Deficiencies

FY17 Level Services Budget	\$26,503,185
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FY18 Level Services Budget	\$27,252,325
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FY18 Needs Priority Additions	\$ 711,001
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FY18 Budget	\$27,963,326
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Less: Est. Grant Revenue	\$ 1,166,292
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Less: May Appropriation	\$22,254,443
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Less: Revolver (Leaves \$1M bal)	\$ 2,798,272
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Budget Gap / Deficit	(\$1,744,319)
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Options to close the GAP

- Increase Appropriation (Chapter 70 only up \$46k from Governor's Budget)
- Dip further into Revolvers (bring it below \$1M safety net)
- Reduction to personnel
- Override

Next Steps

- Superintendent Proposed Budget presented to School Committee (2/28)
- School Budget Public Hearing (3/14)
- School Committee Vote to Approve budget (3/28)

Work is in progress on increasing the grade of Level 3 at the Balmer School. English as Second Language (ESL) students has increased from the previous year from 45 to 59 students this year. There are roughly 15 different languages w only 3 ESL teachers.

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Currently at Northbridge Public Schools there is no Director of Information Technology.

Last year there were approximately 127 students that school choice out and 104 that school choice in.

This year there were approximately 149 students that school choice out and 91 that school choice in.

There are 8 students that school choice to Norfolk Aggie.

Review 2018 - 2022 Capital Plan

A discussion ensued about the five year capital plan with much of the conversation surrounding proposed capital expenditures for 2018.

Capital Expenditures included the following:

Facilities Construction Projects (Fire Station) \$7 million

It was noted that it has been difficult locating a site for the Fire Station

Facilities Maintenance Projects \$5.5 million

(e.g. See below for some major renovation items (not all inclusive): NES - Replace Entire Roof (\$840k), Middle School - Window Replacement (\$1.2 million), Balmer School - Replace Roof (\$880k),

Capital Equipment \$ 435k

(e.g. See below for some major renovation items: DPW: Sidewalk Size Loaders or plows (\$125k), Hook and Load Packer for Leaf Removal (\$65k), Fire: Replace Defibrillators (\$15k), Fire Dept - Ambulance: Cardiac Monitor (\$30k), Replace Rescue 1 (\$200k).

DPW Sewer Division \$235k

(e.g. See below for some major renovation items: DPW Sewer: CWMP Program Improvements (\$150k), Replace 2003 F-350 (S-1) (\$50k), Removal of Heating Fuel UST at WWTP (\$35k

Future Finance Committee Meetings

The next Finance Committee Meetings will be held on Wednesday, February 15, 2017 at 6:00PM.

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Adjournment

Since no further business was to be transacted, a motion to adjourn at 7:25 PM was made by Lisa Ferguson, seconded by Steve Gogolinski and unanimously approved.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read 'James P. Barron', with a long horizontal flourish extending to the right.

James P. Barron

Clerk

Town of Northbridge Finance Committee