

# TOWN OF MANSFIELD

## FINANCE COMMITTEE MEETING

MINUTES OF January 12, 2009

Members Present: C. Schaefer, B. Clouette, A. Blair, and E. Paterson

Other Council Members Present: H. Koehn, G. Nesbitt

Staff Present: M. Hart, J. Smith, C. Trahan

Carl Schaefer called the meeting to order at 6:00pm.

1. Minutes from 11/25/08 meeting approved as presented
2. Cherie Trahan reviewed the salary transfers for 2008/09 and explained that at this time there is an \$81,420 savings. However, a portion of this savings will be needed for increased hours in the Resident State Trooper program to backfill hours due to the retirement of a town officer. The Finance Committee agreed to recommend that the Town Council approved the salary transfers as presented.
3. Matt Hart and Cherie Trahan discussed the fiscal year 2008/09 additional spending reduction of \$150,000, due to an additional anticipated revenue shortfall, primarily in interest income. Earlier in the fiscal year, a \$250,000 reduction in spending was approved. A prorated share for the current reduction for the Town is \$56,400. Cherie

explained that the Town can accomplish this through the spending freeze currently in place and a reduction in printing and binding expenditures. The Finance Committee agreed to recommend that the Town Council request the Board of Education to reduce their spending by the prorated share of \$93,600.

4. Matt Hart discussed the proposed budget calendar for FY 2009/10 and explained the budget workshop focus on policy issues. Matt will be holding budget review meetings with the Department Heads in the coming weeks. Various program/expenditure cutbacks will be discussed in the event of a reduction in State assistance. The Governor's budget will be presented on February 4, 2009. With that information, Finance will project how much expenditures will need to be reduced in order to maintain the current mill rate. The Finance Committee agreed to recommend acceptance of the budget calendar for FY 2009/10 to the Town Council.
  
5. Matt Hart and Cherie Trahan reviewed ongoing discussions with the Town of Columbia with regards to an inter-local agreement between Columbia and Mansfield, whereby Mansfield would provide financial and accounting oversight and assistance through June 30, 2009, in light of the termination of Columbia's Finance Director, at a fee yet to be determined. Also being discussed is a regional solution for upgrading our financial software application. The Town of Coventry as well as Columbia is interested in this initiative. Management will keep the Finance Committee informed as discussions continue.

#### Motions:

Motion was made to accept the November 25, 2008 minutes by Alison Blair and seconded by Carl Schaefer. Motion so passed.

Motion was made by Bruce Clouette and seconded by Alison Blair to recommend approval of the salary transfers to the Town Council. Motion so passed.

Motion was made by Bruce Clouette and seconded by Alison Blair to recommend to the Town Council to request the Board of Education to reduce their current year spending by \$93,600. Motion so passed.

Motion was made by Bruce Clouette and seconded by Alison Blair to recommend acceptance of the 2009/10 Budget Calendar to the Town Council. Motion so passed.

Motion was made by Carl Schaefer and seconded by Alison Blair to adjourn. Motion so passed.

6. Adjournment. The meeting adjourned at 6:50pm.

Respectfully Submitted,

Cherie Trahan

Controller/Treasurer