

TOWN OF MANSFIELD  
FINANCE COMMITTEE MEETING  
MINUTES OF NOVEMBER 20, 2013

Members Present: Bill Ryan (Chair), Paul Shapiro, Virginia Raymond

Other Council Members Present: Alex Marcellino, Betty Wassmundt

Staff Present: Matt Hart, Cherie Trahan

1. Meeting called to order at 5:32pm.
2. Minutes from 09/09/13 meeting approved as amended.
3. Opportunity for Public Comment – Arthur Smith asked for bond maturity dates.
4. PA 13-60 - Consolidation of Non-education Services. The Committee reviewed this public act calling for the Council to make recommendation to the local school board on how the board may consolidate non-educational services to realize financial efficiencies. These suggestions must be made within 10 days of the date the Board submits its budget estimates to the Council. The Board may accept or reject these suggestions however it must submit a written explanation of the reason for any rejection. This act specifically applies to **local** boards of education and not **regional** boards of education.

The Committee will discuss at their next regular meeting any suggestions for additional consolidation.

5. Capital Improvement Program Adjustment for Town Square – Cherie Trahan reviewed the Nov. 20, 2013 memo to the Finance Committee regarding the upcoming agenda item summaries for the Town Council's review on Monday, November 25<sup>th</sup>. No action was asked of the Committee at this time. The purpose of this discussion was to explain the necessity for a capital improvement program adjustment for the Town Square project.
6. Quarterly Financial Statements – Cherie Trahan and Matt Hart highlighted a few items in the quarterly financial statements dated September 30, 2013 and answered questions from the Committee. Virginia Raymond asked about whether a letter had been sent to the State regarding the Town's concerns about the State Trooper benefit rate. Matt Hart will follow up on this item. The Committee would also like to see if the Cemetery Committee can look into the cost for a plot in the Town cemeteries. Cherie will ask Mary Stanton and Mary Landeck to come to a future Finance Committee meeting to discuss.

The Committee discussed the statements, accepted them, and agreed to recommend acceptance by the Town Council at the next meeting.

7. Transit Services Enterprise Fund (Parking Garage/Intermodal Center) – Cherie Trahan reviewed the June 30<sup>th</sup>, 2013 Transit Services Enterprise Fund statements with the Committee. Cherie explained that this is a new enterprise fund to account for the activities of both the Parking Garage and the Intermodal Center.

8. Regular Meeting Schedule for 2014 – The Committee reviewed the draft schedule and agreed to continue meetings before the first Council meeting of the month.
9. Other business/future agenda items – no additions at this time.
10. Adjournment. The meeting adjourned at 6:28 pm.

**Motions:**

Motion to approve the September 9, 2013 minutes by Paul Shapiro. Seconded by Bill Ryan. Motion passed with Virginia Raymond abstaining.

Motion to accept the Quarterly Financial Statements dated September 30, 2013 and recommend acceptance to the Town Council by Paul Shapiro. Seconded by Virginia Raymond. Motion passed unanimously.

Motion to set the 2014 Finance Committee meetings prior to the first Council meeting of each month at 6:00pm (per the attached) by Paul Shapiro. Seconded by Virginia Raymond. Motion passed unanimously.

Motion to adjourn.

Respectfully Submitted,

Cherie Trahan, Director of Finance