

Town of Groton Finance Committee

Minutes of Meeting held 12-29-09

Present: J. Prager (Chair), T. Sangiolo, M. Flynn, J. Crowley, J. Cochran, P. diFranco, R. Hughson, V. Jenkins (Town Accountant, Recording Secretary)

The meeting was called to order by Mr. Prager at 7:00 PM. The minutes of the meeting held 12-08-09 were moved for approval by Ms. Cochran, seconded by Mr. Crowley and accepted by majority vote of 6 in favor, none opposed, and one abstaining (Mr. Hughson).

Mr. Prager reviewed a list of FinCom liaisons to departments and noted that assigned liaisons should give special attention to "high profile departments" such as Police, Fire, Library, and School District. There were some changes to last year's assigned FinCom liaisons and contact information for some departments has changed as well. Ms. Jenkins will update contacts and Mr. Prager will update entire list and forward to other FinCom members.

Mr. diFranco noted that he had forwarded to FinCom members a list he started two years ago, with "areas of opportunity" that could affect the budget and the financial health of the town. Examples include increasing user fees and seeking increased payments in lieu of taxes from exempt entities to affect revenues; and centralized services such as office supplies and greater attention to procurement to affect expenses. Mr. Hughson noted that he had already started to survey levels of private school contributions to local government and should have that completed soon. Ms. Jenkins noted that one of the issues with centralized purchasing or procurement by someone other than the department head seeking the equipment or service is finding someone to take on these tasks. FinCom members will continue to refine the "opportunities" and consider drafting policy statements with the goal that these can be presented to the Town Manager for consideration.

Ms. Jenkins reminded the members that a joint meeting with the Selectmen is posted for 7:30 PM on January 4, 2010 in order for the Town Manager to present his FY 2010 budget recommendations. Budget and Capital Budget books will be available no later than 12/31/2009 for FinCom member to pick up.

The meeting adjourned at 8:35 PM.

Respectfully submitted,

Valerie Jenkins, Recording Secretary