

**BOARD OF SELECTMEN
SEPTEMBER 15, 2003
SPECIAL WORK SESSION MINUTES
“APPROVED”**

Present: Thomas D. Hartnett, Chair; George F. Dillon, Jr., Vice Chair; John L. Saball, Clerk; Peter S. Cunningham, Member; Virginia C. Wood, Member; Maria Casey, Administrative Secretary; and Kathleen Newell, Office Assistant.

Also present: Ms. Valerie Jenkins, Town Accountant; Ms. Christine Collins, Treasurer/Tax Collector; Mr. Steve Webber and Mr. Jeff Wilson, Finance Committee; and Ms. Karen Riggert, Groton Dunstable Regional School District.

The meeting was called to order at 7:02 p.m.

- ❑ Special Town Meeting will start at 7:00 or 7:30 p.m. Mr. Hartnett will speak with Mr. Gosselin, Moderator, about any awards or presentations, which may be planned.
- ❑ There are approximately 15-16 Articles on the Warrant.
- ❑ Department of Revenue Certification of Funds (as of July 1, 2003) – Free Cash \$1,144,160.00; the Water Enterprise fund \$576,071; and the Sewer Enterprise Fund \$264,803. (enclosed herein).
- ❑ Ms. Jenkins referenced a memo from Town Counsel stating if town reduces assessment of GDRSD, then it won't need to raise full amount of \$800,000. – which could result in benefit to the taxpayers.
- ❑ GDRSD Committee – tentative scheduled meeting with Towns jointly in late October; budget January 7th, meet with Towns late January, April and prior to Town Meeting. Ms. Riggert will present Board of Selectmen proposal to the School Administrative Office to see if they can begin working on it earlier.
- ❑ Ms. Jenkins stated the Department of Revenue has published a document on overrides; and the Town 6
- ❑ can only raise amount of override to the extent Town Meeting has voted which **appears** to say don't have to raise entire \$1,000,000. – Which may leave a little leeway in funding NVTHS.
- ❑ Early Retirement Incentive – Ms. Collins presented a handout to the Board summarizing the two eligible employees potential cost savings (enclosed herein).
- ❑ Mr. Hartnett and Ms. Collins will review the past five (5) years of contributions to the Middlesex Retirement Fund from GELD, Sewer, and Water.
- ❑ Ms. Wood will be working with Ms. Jenkins; reviewing any encumbered amounts, which have not been spent.
- ❑ SADAC Report (enclosed herein).
- ❑ Mr. Dillon presented the NVTHS Report (enclosed herein).

Mr. Cunningham moved to adjourn at 9:00 p.m. Mr. Dillon seconded. Unanimous vote.

Approved: _____
John L. Saball, Clerk

Respectfully submitted,
Kathleen Newell, Office Assistant

Date Approved: October 6, 2003

Enclosures (4) – SADAC Report; NVTHS Report; DOR Certification: Early Retirement Potential Impact handout