



## Natick Finance Committee

Pursuant to Chapter 40, Section 3 of the Town of Natick By-Laws, I attest that the attached copy is the approved copy of the minutes for the following meeting:

**Town of Natick Finance Committee**  
**Meeting Date: June 17, 2014**

The minutes were approved through the following action:

Motion:	Approval
Made by:	Mr. Pierce
Seconded by:	Mr. Hayes
Vote:	12-0-0
Date:	July 10, 2014

Respectfully submitted,

James Everett  
Secretary  
Natick Finance Committee

**NATICK FINANCE COMMITTEE MEETING MINUTES**

**June 17, 2014**

**Natick Town Hall  
School Committee Meeting Room, Third Floor**

This meeting has been properly posted as required by law.

**MEMBERS PRESENT:**

Jonathan Freedman, Chairman	James Everett, Clerk
Karen Adelman Foster – arrived 7:08 p.m.	Patrick Hayes
Mari Barrera	Mark Kelleher
Jimmy Brown	Jerry Pierce
John Ciccariello	Christopher Resmini
Catherine M. Coughlin	Edward Shooshanian
Bruce Evans, Vice Chairman	

**MEMBERS ABSENT:**

Cathleen Collins  
Michael Ferrari

**ATTACHMENTS:**

- A. Agenda for this evening's meeting
- B. Letter to Board of Selectmen and Finance Committee from Martha White, Town Administrator and Jeffrey C. Towne, Deputy Town Administrator/Finance Director, dated Thursday, June 11, 2014, Re: Year-End Transfers
- C. Electronic mail message to Jonathan Freedman from Jeff Towne dated Mon, Jun 16, 2014
- D. Fire Department FY14 Year End Projections
- E. Veterans' Department FY14 Year End Projections

Meeting was called to order by Mr. Freedman at 7:03 p.m.

The Chairman reviewed the evening's agenda.

**PUBLIC CONCERNS AND COMMENTS:**

Mr. Freedman advised that he had received a memorandum from Mr. Josh Ostroff, Chairman, Board of Selectmen, inviting all to a public meeting to be held on Thursday, June 19, 2014 from 7- 9 p.m. in the Dlott Meeting Room for the purpose of reviewing a conceptual design for a new, accessible MBTA station. Anyone interested was encouraged to consult the town's website for additional information.

Ms. Coughlin reminded everyone of the upcoming "Scoopapalooza" Ice Cream Festival to be held Saturday, June 21, 2014 from 12:30- 3 p.m. on the Natick Common.

**MEETING MINUTES:**

Mr. Freedman turned the floor over to Mr. Everett to chair discussion of Meeting Minutes.

Mr. Everett referred the members to draft Minutes of the Committee’s April 8, 2014 meeting which had been distributed previously via email. Noting that all but two of the members present were eligible to vote these Minutes he asked if there were any corrections or additions. There were none.

A motion was made, at 7:07 p.m., to approve the Minutes of the Finance Committee’s April 8, 2014 meeting as written.

Moved/Motioned by:	Mr. Pierce
Seconded by:	Ms. Coughlin
Motions or Debates:	None
Vote:	10 – 0 – 0 (unanimous)

**NEW BUSINESS:**

The Chairman welcomed Mr. Jeff Towne, Deputy Town Administrator/Director of Finance, to the podium to present information supporting the Administration’s proposed year-end transfers.

Mr. Towne reviewed the statutory requirements and guidelines relating to maintenance of balanced municipal budgets and the two types of year-end transfers permitted to achieve that objective, as detailed in Attachment B. He explained that, based on review of the Employee Fringe Benefits account he estimated a balance of between \$750,000 and \$800,000 would remain at the close of the fiscal year, including provision for outstanding invoices totaling approximately \$50,000; and the \$66,000 being proposed for transfer fell well below the threshold of 3% of the line item total permitted to be transferred to another department under the guidelines.

**Year End Transfer – Fire Department Salaries:**

Acting Fire Department Chief Rick White joined Mr. Towne at the podium to provide information relating to this item.

The members were referred to information in the handouts (Attachments B & C) supporting the Administration’s recommended transfer of \$60,000 from the Employee Fringe account to the Fire Department Salaries account.

Member questions and discussion included the following:

- In spite of the extended absence of five personnel due to on-duty injuries, requiring significant overtime to maintain necessary staffing, salary savings due to vacancies in four department positions for most of the year have offset a substantial amount of the excess overtime cost.
- Three of the open positions have now been filled leaving only Mr. White’s Deputy Chief position which will remain vacant pending appointment by the Selectmen of a permanent Chief.
- None of the proposed transfer amount relates to funding voted at the 2014 Spring Annual Town Meeting for contract settlement adjustments.

**Year End Transfer – Veterans’ Expenses:**

Mr. Paul Carew, Director of Veterans Services, joined Mr. Towne at the podium to provide information relating to this item.

The members were referred to information in the handouts (Attachments B & D) supporting the Administration’s recommended transfer of \$6,000 from the Employee Fringe Benefits account to the Veterans’ Expenses account.

Mr. Towne explained that he was reasonably confident that expenditures would not exceed the funds remaining in this account, however, projections were very close and the Administration was proposing this transfer to assure the budget would remain in balance at year end.

Member questions and discussion included the following:

- Natick’s Veterans’ Services department was commended by several members for the services provided as well as the success in securing a wide range of outside services and funding to supplement the town’s resources.
- The high quality of the state Veterans Administration services and facilities was highlighted in contrast to the recent negative publicity regarding Veterans’ services provided at some other facilities throughout the country.

A motion was made, at 7:25 p.m., to move favorable action on the transfer of \$60,000 from Employee Fringe Benefits to Fire Department Salaries.

Moved/Motioned by:	Mr. Hayes
Seconded by:	Ms. Coughlin
Motions or Debates:	Mr. Pierce thanked Chief White for his management of this and said he was pleased to know that better management of the Fire Department overtime account could be accomplished as this had been long awaited.
Vote:	13 – 0 – 0 (unanimous)

A motion was made, at 7:26 p.m., to move favorable action on the transfer of \$6,000 from Employee Fringe Benefits to Veterans’ Services Expenses.

Moved/Motioned by:	Mr. Hayes
Seconded by:	Ms. Coughlin
Motions or Debates:	<ol style="list-style-type: none"><li>1. Mr. Hayes said he would like to see even larger increases in the funding requested for Veterans’ support each year.</li><li>2. Ms. Coughlin expressed heartfelt support and gratitude to the Veterans’ Services department and staff for their services and support on behalf of the town’s veterans.</li><li>3. Mr. Pierce said he could personally attest to the stellar quality of the local Veterans Administration facilities and he was glad to know these were available to Natick’s veterans.</li></ol>
Vote:	13 – 0 – 0 (unanimous)

Mr. Freedman advised that Mr. Foss, Town Moderator, would be holding interviews for open positions on the Finance Committee during the upcoming week. He thanked the members for a productive and successful year saying although it hadn’t always been easy he appreciated the cooperation and spirit of collaboration exhibited by everyone.

Ms. Martha White, Town Administrator, thanked all the members who had made the effort to attend the evening’s meeting.

**ADJOURN (7:30 P.M.):**

A motion was made to Adjourn at 7:30 p.m.

Moved/Motioned by:	Mr. Pierce
Seconded by:	Mr. Evans
Motions or Debates:	None
Vote:	13 – 0 – 0 (unanimous)