

# **Shirley Finance Committee**

**Meeting Minutes:** January 26, 2016

## **Members present:**

S. Cady, Chair  
M. Swanton  
D. Sloan-Kelly  
J. McNiff  
P. Culkins

**Call to Order:** The meeting was called to order, by S. Cady, at 7:00 pm in the Shirley Town Offices.

**Approve Prior Meeting Minutes:** Meeting minutes of January 5, 2016 approved as submitted.

## **Budget Process (FY17):**

- Budget reviews with individual departments, by the finance team, has been completed. The first run of the FY17 budget requests (exclusive of School districts) has produced to "surprises".
- The preliminary budget (revenues and expenses) will be completed, and presented to the Finance Committee and Board of Selectmen in March.
- Unrestricted aid is projected to increase by 4% over FY16
- Assessment of vehicle maintenance requirements is complete, and is included in the budget.
- Assessment of building maintenance requirements is still in process.
- Union negotiations are in process.
- Ayer Shirley Regional School District will present the ASRSD FY17 budget proposal to a joint meeting of the Shirley Finance Committee and Shirley Board of Selectmen on Monday, February 8, 2016.

## **Explaining the Town Budget Process:**

There was some discussion about the need to better explain the annual budget process to the voters of Shirley, and Shirley Town Meeting. To describe the process, and the effects of decisions made during the budget process, in terms that are more easily understood. S. Cady agreed to prepare an outline of how we would describe the budget process, and send that outline to the FinCom members for

review. FinCom members can send any inputs to S. Cady only. S. Cady will compile those inputs to be including in the further discussion at the next FinCom meeting.

**Personnel:** Shirley Town Account (B. Coburn) has resigned for an employment opportunity with the MA DOR. An interim accountant has been hired.

**Next Meeting(s):**

Monday, February 8, 2016, Joint meeting with Board of Selectmen

Tuesday, February 17, 2016, Review 1<sup>st</sup> Pass FY17 Budget

**Adjourned:** A motion to adjourn the meeting was made and seconded. The meeting was adjourned at 7:45 pm.

Submitted by:

Michael Swanton

Minutes Approved by:

S. Cady



M. Swanton



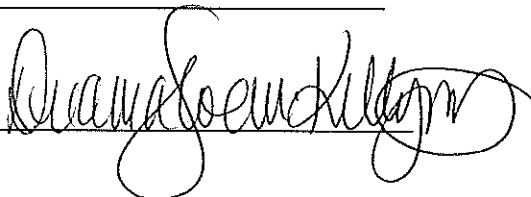
B. Sawyer

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J. McNiff

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D. Sloan-Kelly



P. Culkins

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