

**Advisory Meeting
December 21, 2011
Juliani Meeting Room, Town Hall**

Virginia Ferko called the meeting to order at 7:30 p.m. Those present also included Robert Capozzi, Rebecca Epstein, Marjorie Freiman, Ann Marie Gross, Laura Hockett, Catherine Johnson, Philip Licari, David Murphy, Maura Murphy, Deborah Robi, Richard Woerner, Jack Haley, Richard Page and Derek Redgate.

Citizen Speak

None

Reserve Policy and Free Cash – Presentation and Discussion

Barbara Searle, Board of Selectmen (BOS), Chair and Sheryl Strother, Finance Director presented. Ms. Strother explained the purpose, history and status of the Town's free cash reserves and stabilization funds. Mr. Strother informed the Committee that the BOS was considering a policy on the use of reserves so that there would be guidance as to the appropriate level of reserves that the Town should maintain. Ms. Strother also explained that the BOS may present a warrant article to establish a special purpose municipal stabilization fund to address long range facilities maintenance needs.

Questions from the Committee were addressed.

Reserve Fund Transfer Request – Hills Branch Library Chimney

Ms. Ferko noted that a decision has been made not to request a reserve fund transfer at this time. The Permanent Building Committee (PBC) has become actively involved and is working with an engineer on this project to determine if there is a more efficient way to undertake the stabilization project.

Capital Budgets: Natural Resources Commission and Morse's Pond Comprehensive Management Plan

Janet Bowser, Natural Resources Commission (NRC) Director and Neal Seaborn, NRC Chair presented. Mr. Seaborn gave an overview of the history of the NRC. Mr. Seaborn and Ms. Bowser then addressed questions related to their handouts on the NRC's FY13 capital budget request and five year capital plan and the Morse's Pond comprehensive management plan. Ms. Bowser went into detail on the NRC's reasoning for some upcoming capital projects and on components of the Morse's Pond Comprehensive Plan. There was a lengthy discussion regarding the tree planting portion of the budget and the Morse's Pond Comprehensive Plan. The Advisory Committee requested a report of actual work done on tree planting and sidewalk repairs.

Questions from the committee were addressed.

The Meeting was adjourned at 9:40pm

Documents: Agenda, Draft Reserves Policy, Reserve Calculation Document, NRC FY13 and 5 year capital budget request, Morse's Pond Comprehensive Management Plan, HR Department Mission Services and Priorities.