



Selectmen's Meeting Minutes
Maynard Public Library – Roosevelt Room
Saturday, February 14, 2015, 8:30 am

Present: Chair Bill Cranshaw, Selectmen Jason Kreil, Selectmen David Gavin, Selectmen Chris DiSilva, Selectmen Tim Egan, Town Administrator Kevin Sweet, Assistant Town Administrator Andrew Scribner-MacLean and Administrative Assistant Becky Mosca.

This was the annual budget meeting of town officials. In attendance were members of the Finance Committee and the School Committee, as well as department heads and staff.

- Kevin Sweet, Town Administrator, presented FY15 updates and the FY16 Budget.
 - Year-to-date budget is on target. Have \$1.86 million in certified free cash. FY15 projects completed include solar array, Council on Aging senior center improvements, new fire truck, weatherization projects and lighting projects.
 - Current undesignated funds and stabilization account balances meet goals
 - Funding pension liabilities and OPED are among future budget goals
 - Current FY16 revenue projection is \$38.0 million. Includes \$28.3 million from real estate and property taxes, \$6.1 million from local aid and MSBA reimbursements, and \$2.5 million from local receipts. Local aid revenue estimates will be refined as state budget is developed.
 - Current recommendations are for 3.1% overall budget increase, with 3.9% increase in municipal services, 4.8% increase in education budget, and 0.0% increase in employee benefits and debt service. Health insurance cost increases have yet to be determined.
- Andrew Scribner-MacLean, Assistant Town Administrator, presented an overview of capital planning for non-enterprise budgets.
 - Debt payments are currently 10% of budget. Recommends target of 6%.
 - Current requests for capital exceed \$25 million through 2020. Recommends \$750,000 from free cash for FY16 capital items.
 - Maynard's approach to funding for capital items is opportunistic, relying on free cash and other one-time revenues. Recommends more consistency by establishing a capital budget funded by an initial allocation of \$100,000, with that annual amount increased each year, plus additional allocation of amounts that non-excluded debt decreases each year, until target of 6% is met.

- Bill Kohlman, chair of the School Committee, presented the FY15 school department budget.
 - FY16 academic initiatives include international desirability and competitiveness, technological leadership, and data-driven instruction.
 - FY15 fiscal initiatives include relocation of central administrative offices and use of part-time employees to reduce benefit costs.
 - FY15 unexpected expenses include AP Physics text books and 9C cuts to kindergarten grants.
 - FY15 expenses impacting FY16 include out-of-district placements, kindergarten grant reduction, and additional unfunded mandates.
 - FY16 level services budget is \$16.4 million (+5.5%). “Needed” budget is \$16.6 million (+6.9%). Town Administrator’s current budget recommendation to BOS is \$16.2 million.

- Peter Campbell, chair of the Finance Committee, presented an update of the Finance Committee’s budget review process. Interviews with department heads have begun and will continue through March.

Meeting was adjourned at 11:50 a.m.

Documents and Exhibits:

- Town Officials Joint Budget Hearing Fiscal Year 2016 report prepared by Kevin Sweet.
- Town of Maynard - Budget presentation 2016.pdf
- School Budget Presentation.pdf

Approved: _____

Date: _____



 Jason Kreil, Clerk