

***Westwood Finance and Warrant Commission  
January 7, 2014  
Meeting Minutes***

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Chairman LeBlanc Cummings called the meeting to order at 7:30 P.M.

Finance and Warrant Commission (Fincom) member absent: Tom Looney.

Permission was granted to WestCat to record the meeting.

Chairman LeBlanc Cummings:

The Fincom devotes much time to various issues upon which residents are asked to vote at Town Meetings. One such recent issue was adoption of the MA Stretch Code. Chairman LeBlanc Cummings thought it worthwhile to hear how the implementation of the Stretch Code has worked out in Westwood and also an update on general energy issues.

Westwood Environmental Action Committee (WEAC) members Peter Kane and Tom Philbin attended tonight's meeting to provide such a presentation.

Some major comments included:

- Town building projects should first consider design and functionality.
- Ensure energy efficiency in all aspects of construction.
- Establish a Town energy reporting system; budgets should classify energy costs.
- Ongoing effort(s) to seek grant funds.

Fincom members discussed how best to assist with implementing these worthwhile suggestions. There was agreement that the Board of Selectmen and Town Administrator would be the best contacts with whom to continue this discussion.

Chairman LeBlanc Cummings will communicate with the Board of Selectmen that this topic will be discussed at the January 28 or 29 Fincom meeting.

***Approval of December 10, 2013 Meeting Minutes***

Ms. Eramo Young moved approval of the December 10, 2013 meeting minutes; seconded by Ms. Delisle. Members in attendance at that meeting approved.

Mr. Foscaldo moved that a cover letter be prepared and sent to the Board of Selectmen attaching the December 10, 2013 meeting minutes as requested by Selectmen Chair Nancy Hyde; seconded by Mr. McManus. Members unanimously approved.

***OPEB (Other Post Employment Benefits) Task Force***

As Fincom representative on the OPEB Task Force, Peter Neville reported:

- The Town is required to update its post employment benefits cost and obligations every two years. A consultant was hired in the summer of 2013 to update Westwood's liability as of June 30, 2013.
- Finance Director Pam Dukeman thought the consultant would have a draft report ready and perhaps could attend tonight's Fincom meeting for discussion; however, that draft report has not yet been completed.
- Peter will follow up with Pam Dukeman.
- Investment of the Town's OPEB funds was discussed; suggestion that the Town Treasurer could best respond to these questions.
  - A few members followed up that investment of the funds should not be the primary discussion....that the Town has a significant OPEB liability and is not adequately funding it.

***Chairman's Update***

- The next two Fincom meetings to hear from Annual Town Meeting warrant article sponsors are scheduled for January 28 and 29.
  - Depending on the number of articles (will be known after January 13) both meeting nights may not be necessary.
  - Should that be the case, Chairman LeBlanc Cummings asked if members would want to schedule the public safety facilities tour for January 29; members agreed. The Chairman and Sheila will work out the final schedule and will contact members.
- The Chairman has been asked to serve on the OBED Baker Task Force.
- Suggestion that Fincom subcommittees begin their meetings; reminder to contact Sheila because the subcommittee meetings have to be posted a minimum of 48 hours prior to the meeting.

**Meeting Adjourned at 9:25 P.M.**

**Next Meetings – January 28, 29  
7:30 P.M., Library**