

**Long Range Financial Planning Committee Meeting**  
**March 8, 2017 8:00am**  
**Selectmen's Meeting Room**

<b>Attending:</b>	
Nancy Hyde, Board of Selectmen	Bruce Montgomery, At Large Member
John Antonucci, School Superintendent	Mike O'Hara, Fincom
Barbara Delisle, Fincom	Heath Petracca, Schools Director of Business and Finance
Pam Dukeman, Finance Director	
James Gavin, Town Treasurer	
Mike Jaillet, Town Administrator	

**Review of Operating Budget:**

Pam presented an update on the FY18 Budget. The initial overall budget was out of balance by approximately \$248K. Since then, there is an additional expense as the Blue Hills Assessment amount increased by \$16.5K, bringing the total gap to \$264K. With recent changes, the budget is now in balance. These include a decrease in the estimate for Health Insurance costs of \$132K and an increase to estimated local receipts of \$132K. The budget is now in balance, and ready for approval.

The 2018 overall budget accomplishes many positive goals for Westwood. These include maintaining the high level of services provided by the town and school department, continuing the higher level of capital investment in the base capital article (\$1.7M) and important one time projects in the "Other Capital" articles, continuing progress on OPEB liability (\$1.39M), adding to the Stabilization Fund (\$100K), appropriating the one time bond premium to the Capital Stabilization Fund (\$397K), continuing to address direct services needs for University Station (\$570k in public safety), and continuing efforts to reduce the growth in taxes (\$500K from Free Cash and \$600K from unused University Station new tax growth, for a total of \$1.1M in tax relief).

**Review of Capital Budget:**

Pam went on to present the Capital Budget for FY18. This year, the goal of funding capital at the higher level that has been the trend since FY15 continues. The two main capital articles will include \$867K each for school and municipal capital items. The attached presentation details the items included in the school and municipal capital articles. There are additional, smaller requests that will be funded through other sources such as ambulance funds, a small line item on the municipal budget, and the sewer department enterprise fund.

There will also be an "Other Capital" article for additional one time capital projects. These include the projects that this committee has reviewed and discussed this year, including renovating

the senior center, upgrading IT network for the schools, and redesigning the Clapboardtree St/Washington Street intersection.

In the coming years, the work in Islington and the need to renovate Town Hall and improve handicap accessibility will be projects that need to be discussed.

### **Public Safety**

Nancy discussed the idea of transitioning the current Public Safety task force to a Municipal Buildings task force. In light of the expected completion of both the police and fire station construction projects this year, looking forward, the next building projects will most likely include Town Hall, Fire Station 1, and Obed Baker house. As mentioned earlier, Town hall is not readily handicap accessible, and needs to be a priority.

Next Meeting:

A year end meeting will be held May 10 at 8am in the Selectmen's Meeting Room.

Attachments:

Budget Update and Capital Budget Update Power Point presentations.