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Present: Thomas P. O’Toole, Nicholas A. Hay, John F. Fairbanks

CALL TO ORDER

Mr. O’Toole called the meeting to order at 7:00 p.m. at the Town Hall.

APPROVAL OF WARRANT

The following warrant was reviewed and approved:

March 16, 2009	Accounts Payable	\$ 94,031.12
	Payroll	\$ 142,838.85

GRANT APPLICATION

Mr. Hay moved that the Board authorize the Chairman to sign the Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive grant application in the amount of \$15,320 for the Police Department. Mr. Fairbanks seconded the motion. The motion passed unanimously.

COMMON VICTUALLER LICENSE

Mr. Hay moved that the Board approve a Common Victualler License for Leominster Donuts, Inc. dba Dunkin Donuts of 97 Main Street. Mr. Fairbanks seconded the motion. The motion passed unanimously.

Joseph Pandiscio Jr. and Joe Cadette Manager of Dunkin Donuts were on hand to answer any questions regarding the opening of the new Dunkin Donuts. Mr. Pandiscio said that all traffic lines and signs would be in place this week.

TREASURER/COLLECTOR – INTERFUND BORROWING

Treasurer Collector Melody Gallant was on hand to ask the Boards approval of an interfund borrowing from Stabilization for the Battles Road Bridge Project in the amount of \$214,250. She explained that \$174,250 is for the reconstruction and \$40,000 is for the construction administration.

Mr. Hay moved that the Board approve the recommendation of the Treasurer/Collector to borrow \$214,250 from the Stabilization fund for the Battles Road Bridge Project. Mr. Fairbanks seconded the motion. The motion passed unanimously.

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**BUDGET REVIEW – TREASURER/COLLECTOR**

Mrs. Gallant was on hand to review her FY 2010 budget with the Board. It was agreed that she would skip the Tax Title Article for this year in the amount of \$10,000 and transfer \$9,368 from an outstanding article.

**FINANCIAL MANAGEMENT REVIEW**

Mr. Fairbanks requested that Mrs. Murphy contact the Department of Revenue to request a financial management review for the Town.

**OVERALL BUDGET REVIEW WITH ADVISORY BOARD**

Advisory Board Chairman Vance Butterfield had a PowerPoint presentation of the overview of the revenues and expenses. He stated that the two goals were; no increase in the real estate taxes and no reduction in the employee headcount. Other assumptions were; no Cost of Living increases, no standard 2-1/2 plus 50% growth to the regional schools, include step increases and include job classification upgrades.

After a review of the Estimated Revenue minus Expenses plus Free Cash, the FY 2010 budget has a shortfall of \$160,413. As a result of this, the two Boards agreed to invite all Department Heads to join them on Wednesday, March 18<sup>th</sup> to discuss a potential budget reduction in each Department of 2 to 2-1/2%.

Mr. Fairbanks moved that the Board adjourn. Mr. Hay seconded the motion. The motion passed unanimously on a roll call vote.

Respectfully submitted,

John F. Fairbanks, Clerk  
(Prepared by B. Kazan)