

Minutes – Acton Finance Committee  
Subcommittee on Cost Savings  
June 11, 2009, 6:00 p.m.  
Room 126, Town Hall

Pursuant to a notice duly posted with the Town Clerk and with a quorum of members present, the Acton Finance Committee Subcommittee on Cost Savings convened at 6:00 p.m. on June 11, 2009 to review various matters.

**Members present for the meeting:** Mary Ann Ashton, Steve Noone, Brandy Brandon.

Mary Ann Ashton called the meeting to order.

Steve Noone led a discussion about a “culled list” of cost savings suggestions. He had distributed the original list of cost savings suggestions collected by the Finance Committee to the Town Manager and the Superintendent, and asked them to indicate whether the suggestion was (1) legal, (2) already being done, and (3) a candidate for further evaluation. The culled list eliminated any suggestions which were marked as not legal. Many of the suggestions were marked as already being done to some extent, but most of these were marked as worthy of further evaluation. Mr. Noone further described the method he had used for assigning dollar amounts to some of the items.

Mrs. Ashton asked for volunteers for various general topic areas. Based on the feedback, Brandy Brandon will have responsibility for the two major areas of “energy savings, water savings” and “capital purchases, improvements.” Mr. Noone will have responsibility for two major areas of “employee salary, benefits” and “staffing.” Mrs. Ashton will have responsibility for two major areas of “fees” and “government structure.”

The group discussed possible formats and timetable. The group further discussed how to go about requesting additional information. Mrs. Ashton agreed to contact Chairman Herman Kabakoff and ask for permission to have one staff person from the town and one staff person for the schools available to address further data needs.

The next meeting will be scheduled for Thursday, June 25, and Mrs. Ashton will request a room assignment and ask the Town Clerk to post the meeting.

Mr. Noone moved to adjourn at 7:05 p.m., and the motion was seconded and passed unanimously.

Respectfully submitted,

Mary Ann Ashton, Chairman of subcommittee