



**Finance Committee
Meeting Minutes**
August 10, 2010
7:30 PM
Town Hall Room 204

Pursuant to a notice duly posted with the Town Clerk and with a quorum of members present, the Acton Finance Committee convened at 7:30 p.m. on August 10, 2010 to review various matters.

Members present for the meeting: Mary Ann Ashton, Chair, Bill Mullin, Vice Chair, Doug Tindal, Clerk, Bob Evans, Steve Noone, Kent Sharp, Pat Clifford, and Brandy Brandon, Members.

Also present was Karen Kucala, Town of Acton, in her capacity as liaison to the Committee.

Chairman Ashton called the meeting to order at 7:30pm.

- I. Executive Session: The Chair then announced that the Committee would enter executive session in order to discuss land acquisition strategy with respect to 2 Stow Street. The Clerk moved that the committee enter Executive Session, the motion was seconded, and the Clerk called the roll. All members present voted to go into executive session, and at 7:35 the Committee did so. At approximately 8:00 the Chair called the Committee back into open session.

When the Committee reconvened, Chairman Ashton gave a brief overview of the night's agenda.

- II. Public Participation: None
- III. Minutes: The Committee deferred approval of the minutes of the meeting of July 27th until the next meeting.
- IV. Nursing Enterprise Fund: Karen Kucala presented a number of slides updating the status of the effort by the Town's consultants, HMS, to evaluate the performance of the Nursing Service. The consultants are in the first and second phases of the study and Town has provided the consultants with detailed information on the various moving parts of the enterprise, including scheduling, reimbursement rates, payment schedules, personnel and administrative costs, risk management data, and performance of mandated activities. In the third phase over the next few weeks, town staff will be meeting with the consultant's team to evaluate the results and develop an appropriately comprehensive report. The consultant's report is expected to be delivered in September and will include recommendations for process improvement as well as evaluation of funding sources. Pat Clifford reminded us of the discussion which originated at the Town Meeting on this matter, and emphasized that comparability with the experiences of other municipalities should be part of the process. Bill Mullin spoke to the need to put this fund on a sound business footing. It was pointed out that the expense side of the equation is pretty stable, and that the success of the enterprise is wholly dependent on the reimbursement rates which feed

the income side. The key question seems to be whether or not we can develop a stronger mix of payments as a result of a reinvigorated marketing process. Mary Ann Ashton asked that Karen confirm that regionalization is part of the thinking about solutions. Selectman Friedrichs commented on the need to fully understand our cost structure as well as the impacts on the Town of losing the nursing service as a tool to retain residents.

- V. Planning for the Year: Mary Ann Ashton recapped the Committee's discussion on the planning process. Bill Mullin emphasized the differentials between public sector and private sector employment. He asked that we track compensation patterns between comparable job levels in different communities and within our departments over time, over the last three years as against forecasts for the upcoming three year period. He committed to produce a chart describing the framework he has in mind.
- VI. Committee Reports: The results of several committee meetings including the EDC and public schools were reported briefly. Mary Ann Ashton previewed the end of year financial results for the public schools. Given summer season schedules, many committees are not active at this time.

At approximately 8:40 Kent Sharp moved adjournment of the Finance Committee. Bill Mullin seconded, and the committee voted unanimously to adjourn.

The committee's next meeting is scheduled for September 7, 2010 in the conference room in Memorial Library.