

**Minutes**  
**Town of Lexington Appropriation Committee**  
**January 29, 2009**

Place and time: Town Office Building, Room G-15, 7:30 PM

Members present: Alan Levine (Chair), John Bartenstein (Secretary), Richard Eurich, Pam Hoffman, Susan McLeish, Eric Michelson, Glenn Parker, Mollie Garberg, Rob Addelson (non-voting, *ex officio*).

The meeting was called to order at 7:40 PM.

1. **General.** Alan indicated that Dawn McKenna would be joining the meeting this evening and that he invited Carl Valente to the meeting tonight to discuss collective bargaining strategy and the GIC and the budget. Carl could not make the meeting this evening but will attend our meeting on February 5. Alan would like to meet with Dr. Paul Ash and Mary Ellen Dunn before the next summit meeting on February 11. Pam indicated that the School Committee is scheduled to vote on the school budget on February 24. Alan also reported that the Health Insurance task force group working under Carl Valente was supposed to have had a meeting last evening but it was cancelled and will be rescheduled for mid February. He also reported that the agenda for the Feb. 11 Budget Summit includes discussion on proposed reductions, the House 2 budget, and projected revenue for 2010. Rob Addelson indicated that the FY 2009 9C (section of State Law addressing mid-year budget cuts) cut was for \$185,870.
2. **Report from Rob Addelson.** Rob indicated that, as of two weeks ago, the Town had spent all but \$35,000 of the snow budget and that there was a \$200,000 set aside for overages. He also indicated that there were monies from 2007/2008 for the schools for purchase orders that had not been closed out. He explained that the process to close an open purchase order is as follows – in June 2009, an amount is encumbered for June utility bills and it's an estimate – say \$300,000. Actual bills are received for \$220,000 and are paid against the \$300,000 so there is \$80,000 that is not needed. This amount should be 'liquidated' and the funds should flow to fund balance (general fund) on July 1. The encumbrance is not closed or available to appropriate until the fall. He further indicated that free cash is certified as of July 1. The summer is spent closing the books for the June 30 year end. In the early fall a balance sheet is presented to the State and they review and certify the amount in late September/early October.
3. **Tourism Committee Funding Request.** Dawn McKenna presented information regarding the funding request as she believes it needs a full and fair hearing. Dawn indicated that tourism could be doing more if they had tools. The 2009 projection for hotel tax is \$338,000 and the Tourism Committee is requesting \$50,000 or 25% of the growth. There are relatively inexpensive opportunities to brand Lexington that would enhance spending in

Lexington. Examples include the fact that Lexington does not have a map showing things to do in Lexington and it is not expensive to provide one. We are doing better than we used to but are missing the opportunity. The Tourism Committee works alongside the Chamber of Commerce. The Committee concluded that the Tourism Committee should prepare a written document for what the money requested would be used for. There needs to be a backdrop or basis and analysis to support bringing in revenue and what partnering with the Chamber of Commerce can accomplish. Including how to get the tourists to Lexington, how to get them to spend while they are here and how the money flows to Lexington should be included in the write up. Dawn concluded by mentioning that there would be a presentation at the February 9 Board of Selectmen's meeting.

4. **Citizen's Article.** Dawn McKenna also mentioned that there will be a citizen's article regarding contributions to Lexpress and it will be tied to Article 12. The idea is to have developers make payments to Lexpress in perpetuity.
5. **Minuteman Vocational High School.** Eric Michelson reported that there was a minor increase in the budget for the school from last year. There is a placeholder in the Town budget for \$1.8 million. The estimated assessment for Lexington is \$1,629,000 which is an 8% increase over last year (the increase the previous year was 25%). There is a chance that the budget amount will change following decreases in state revenues. If Chapter 70 State Aid is reduced or if the formula is changed, the Town's share could increase.
6. **Committee Report.** Town Meeting commences on March 23 and the budget will be taken up on March 30. Our goal is to distribute our report on March 25 (and therefore send it to print on March 23 and to have a "proofreading" weekend March 21 and 22). A request to draft minutes was made.

The meeting was adjourned at 10:18 p.m.

Respectfully submitted,  
Susan McLeish

Approved July 6, 2009