

Town of Rowe – FY2012
Board of Selectmen - Minutes
Monday, April 9, 2012 – 6:00pm
Rowe Town Hall

Call to Order: The meeting was called to order by Chairman Abbott at 6:06pm.

Present: Chairman Noel Abbott and Selectmen Paul McLatchy III and Bob Clancy

Pay Down of ESCO Master Equipment Lease/Ballot Question: The Selectboard voted unanimously (3/0) to have the Town Clerk place the following **Proposition 2½ Capital Expenditure Exclusion** question on the ballot for the May 19, 2012 annual town election:

QUESTION: Shall the Town of Rowe be allowed to assess, per GL c. 59, §21C (i½), an additional \$320,000.00 in real estate and personal property taxes for the purpose of paying down in full the Sun Trust ESCO Master Equipment Lease for the fiscal year beginning July first 2012?

Yes _____ No _____

The Select Board signed a memo to the Town Clerk instructing her to put the ballot question on the annual town election ballot. A warrant article will also be inserted in the annual town meeting warrant for town meeting action on this item. Ms. Miller is obtaining from Assessors Chair Rick Williams an estimate of what this one-time override would mean on an FY2013 residential tax bill for a property valued at \$100K. Ms. Wilson stated that she was in favor of this override, and would discuss it with Finance Committee members at their next meeting.

STM for Accounting/Payroll Software Appropriation: Chairman Abbott reported that after meeting with Dave Davies, IT Director for the MA DOR DLS (Division of Local Services), on Wed. April 4th at the Rowe Town Hall (along with Ellen Miller and Sandy Daviau) it became apparent that one option available to the town—using the accounting/payroll software that the state is developing into a cloud-based suite of IT packages for towns—would not be a good fit for Rowe for FY2013. At this point the software is a stand-alone edition that has no documentation and no user groups for support. Mr. Davies advised against this approach. Mr. Abbott and Ms. Miller agreed with him. It was agreed that this cloud-based financial system might be beneficial to Rowe in the near future (3-5 years?). Ultimately the system could include accounting, payroll, assessing, tax collection, etc. Ms. Miller stated that the town currently has several servers, all requiring backup daily, and that a cloud-based system would be far more efficient in man hours and cost. [Treasurer Heidi Cousineau, although invited, did not attend the meeting.]

Other options include using FRCOG accounting services—which does not include a payroll function, VADAR Systems, and *SoftRight*. If using the FRCOG services, we would need to obtain separate payroll services. Ms. Miller provided a spreadsheet of options with cost estimates. Chairman Abbott stated that he recommended FRCOG initially, but said he then had questions concerning the ability for future cloud-based options. He recommended that the Select Board meet with Bob Dean, FRCOG Director of Regional Services, to discuss the services they provide. Ms. Miller recommended that Joyce Muka, FRCOG Municipal Accounting Program Manager, be invited to attend also. Selectman McLatchy stated he was not in favor of the FRCOG option as there was a high up front cost and large charge each year thereafter. The other options charge license fees, as well as support and maintenance in year one, and then subsequent years charge for maintenance and support only. Chairman Abbott did state that FRCOG uses *FundWare* which already has a conversion program in place to convert *City & Town* [CAT] data to *FundWare*. This would allow for the easy rollover of data. [It is unknown if the other software providers currently have CAT conversion packages.]

The Select Board then voted unanimously (3/0) to call a Special Town Meeting for Tuesday, April 24, 2012, at 6:30pm, to act on the following article:

ARTICLE 1: To see if the Town will vote to APPROPRIATE from ANY AVAILABLE FUND the sum of \$37,000.00 for Accounting and Payroll software for FY2012, or take any action in relation thereto.

Special Town Meeting Warrant: The Selectboard voted unanimously (3/0) to approve and sign the special town meeting warrant for April 24, 2012.

Adjournment: The Selectboard voted unanimously (3/0) to adjourn the meeting at 6:44pm.

Respectfully submitted,

Ellen B. Miller
Town Coordinator

Approved:



Noel R. Abbott, Chairman



Paul McLatchy III

June 19, 2012

Date Approved

Robert J. Clancy

Attachments:

- Agenda
- Ballot Question memo to Town Clerk
- Accounting/Payroll Software Options spreadsheet
- STM Warrant – April 24, 2012