



# *Town of Lancaster*

## *Finance Committee*

*701 Main Street, Suite 1  
Lancaster, MA 01523*

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*Jay Riley,, Chairman  
David diTullio, Vice Chairman  
Michelle Vasquez, Clerk  
Susan Smiley, Member  
Richard Trussell, Member*

*Cheryl Gariepy, Finance Director*

October 23, 2020

ATTN: Town Departments

The Lancaster Finance Committee, as we prep to review and discuss your FY2022 Budget, would like to communicate the overall trend and health of our town budget. For the last four years, we have consistently pulled from our reserves and free cash to finance the Operational budget.

Due to the constraints of town revenue generation our budget is once again impacted. We must bring to your attention and stress the urgency for each department to earnestly look at methods and opportunities to secure a minimum of 5% reduction for all department expenditures (excluding wages). Please understand this is our starting point, we may need to reduce more.

This message must permeate not only across town departments but also to the citizens of the town. We cannot afford to continue the spending as we have. We must review realistically our current situation and request that this be taken on as an earnest pursuit of inquiry whereby we need all parties to scrub department budgets again for all unnecessary expenditures.

We share this communication with heavy thought, but realistic financial expectations to preserve and limit our short-term spending restraint. As we move forward and continue to find ways to increase our revenues, we will look to quickly return to a more normal spending plan.

It is our intention to ensure funding is available. We must ask for your additional support and help in identifying areas where significant reductions can take place.

Thank you.