

Town of Boxborough



Finance Committee

FinCom Meeting Minutes for: March 19, 2012

Venue: Town Hall – Morse Room

Attendees:

FinCom

- 1.
2. Karim Raad
3. Bill Burke
4. Susan Bak
5. Jim Ham
6. Joe Niro
7. Neal Hesler
8. Dilip Subramanyam

Missing from FinCom: Amy Burke

The meeting was called to order at 7:04 PM.

March 12 meeting minutes – Moved by Joe/seconded by Susan – approved unanimously

Next meetings posted: Saturday 3/24 – 9:00 AM, Monday 3/26 – both at Town Hall

Update from M. Guzzo – Rev 13

Reduction in local receipts of \$75K reflected. This might change in the future but reflects reality. Net total = \$93.5 favorable.

Voted Line 141 back in at \$9,008. Other two queries from Mike were OK. Dispatch – other expenses were reduced by \$1,212.

Mike on vacation – 3/30 thru 4/6.

Quinn – discussion about whether or not to change the percentage from 100% to 50% (original vote at town meeting in 2000).

Police Budget (Jim):

BoS would like to increase OT by \$5K. FinCom to hold total OT flat at \$121,656. Budget will not reflect the new Sergeant. Cruiser - Vehicle stays in the budget. Net increase proposed is 1.8%.

Fire (Bill):

FinCom proposed a net increase of \$6100 instead of \$10,650. Amount to be removed from various line items - \$1000 from phone expense, \$500 from other office expense, \$3050 from uniforms.

Gary left the meeting temporarily to hear the school committee presentation to the BoS.

School Budget (Jim):

Net increase is 4%, most of which is the increase in SPED expenses.

Town of Boxborough



Finance Committee

Energy committee proposal – update provided by Les Fox.

Open meeting law (remote participation) – update by Karim - BoS voted to allow this. Individual committees have to opt out if they do not want to use this. Committee voted not to opt out – 5 in favor and 2 against. Karim to let Selina know.

Legal opinion regarding warrant article for school – address on Saturday.

Reserve Fund Transfers

Moved by Joe/seconded by Jim, passed 6-1

Police vehicle repair – the chief has replaced #15 with vehicle #17 but would like to repair #15 because it is slated for refurbishment in 2013. He claims that the vehicle will deteriorate if not fixed. RTF was tabled due to questions about why the funds are needed when they can be absorbed in the budget.

BLF meeting – 7 PM on March 20 at Town Hall Grange Room. Please attend if possible.

Meeting was adjourned at 9:00 PM – moved by Karim and seconded by Sue - unanimous vote.

Next FinCom meeting – Saturday March 24, 2012 at 9:00 AM – Town Hall, Morse Room

Respectfully submitted by:

Dilip Subramanyam

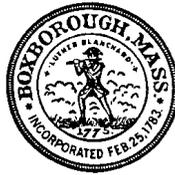
FinCom Secretary

March 19, 2012

FinCom addressed the submitted budgets and voted on the following accounts:

Line No.	Description	Amount	Date	Moved	Seconded	Vote
114	Town Government expenses	\$50	1/23/12	Neal	Gary	Passed unanimously
119	Town constable expenses	\$175	1/23/12	Neal	Gary	Passed unanimously
122	Selectmen salaries	\$2000	1/23/12	Neal	Gary	Passed unanimously
122	Selectmen expenses	\$2018	1/23/12	Neal	Gary	Passed unanimously
131	Finance committee expenses	\$450	1/23/12	Neal	Gary	Passed unanimously
132	Reserve Fund	\$185,000	1/23/12	Neal	Gary	Passed unanimously
135	Town accountant salary	\$69079	1/23/12	Neal	Gary	Passed unanimously
135	Town accountant expenses	\$25,666	1/23/12	Neal	Gary	Passed unanimously
145	Treasurer salary	\$70,079	1/23/12	Neal	Gary	Passed unanimously
145	Treasurer expenses	\$12,480	1/23/12	Neal	Gary	Passed unanimously
146	Tax collector salary	\$61,070	1/23/12	Neal	Gary	5 Yes, 3 No
146	Tax collector expenses	\$16761	1/23/12	Neal	Gary	Passed unanimously
151	Legal services	\$64,000	1/23/12	Neal	Gary	Passed unanimously
152	Personnel board expenses	\$260	1/23/12	Neal	Gary	Passed unanimously
161	Town clerk salary	\$41,547	1/23/12	Neal	Gary	6 Yes, 2 No
161	Town clerk expenses	\$2,983	1/23/12	Neal	Gary	Skipped over

Town of Boxborough



Finance Committee

162	Elections and Registrations - Salary	\$5,251	1/23/12	Neal	Gary	Skipped over
162	Elections and Registrations - expenses		1/23/12	Neal	Gary	Skipped over
171	Conservation committee expenses	\$2,150	1/23/12	Neal	Gary	Passed unanimously
175	Planning board salary	\$69,624	1/23/12	Neal	Gary	Passed unanimously
175	Planning board expenses	\$4,497	1/23/12	Neal	Gary	Passed unanimously
176	Zoning board expenses	\$335	1/23/12	Neal	Gary	Passed unanimously
179	Agricultural Comm. expenses	\$200	1/23/12	Neal	Gary	Passed unanimously
199	Energy committee expenses	\$200	1/23/12	Neal	Gary	Passed unanimously
292	Dog Officer salary	\$10,791	1/23/12	Neal	Gary	7 Yes, 1 No
292	Dog Officer expenses	\$1,625	1/23/12	Neal	Gary	7 Yes, 1 No
299	Field driver salary	\$45	1/23/12	Neal	Gary	Passed unanimously
299	Field driver expenses	\$50	1/23/12	Neal	Gary	Passed unanimously
422	Public Works - salaries	\$478,010	1/30/12	Susan	Jim	Passed unanimously
422	Public Works - expenses	\$226,640	1/30/12	Susan	Jim	Passed unanimously
423	Snow & Ice - salaries	\$54,536	1/30/12	Susan	Jim	Passed unanimously
423	Snow & Ice - expenses	\$106,350	1/30/12			Skipped over
424	Street Lighting	\$3,000	1/30/12	Susan	Jim	Passed unanimously
425	Hager well maintenance	\$26,400	1/30/12	Susan	Jim	Passed unanimously
210	Police - Salaries	\$962,553	2/06/12	Jim	Joe	Tabled. Sense of the FinCom is that the salary line reduced to 3.5% increase exclusive of COLA.
210	Police Expenses	\$145,606	2/06/12	Jim	Joe	Tabled. Consensus described in the minutes to be communicated to the chief by the liaisons.
610	Library – salaries	\$201,066	2/06/12	Susan	Neal	1% increase per Maureen. Passed unanimously
610	Library - expenses	\$116,264	2/06/12	Susan	Neal	Tabled
630	Recreation Committee salaries	\$25,954	2/06/12	Amy	Neal	Passed unanimously
630	Recreation Committee – Other	\$9,600	2/06/12	Amy	Neal	Passed unanimously
691	Historical Commission	\$3,169	2/06/12	Susan	Amy	Passed unanimously
692	Public Celebrations	\$665	2/06/12	Susan	Neal	Yes – 6, 1 abstention
693	Steele Farm	\$500	2/06/12	Susan	Neal	Passed unanimously
699	A-B Cultural Council	\$1,500	2/06/12	Susan	Neal	Passed unanimously
710	Maturing Debt - Principal	\$750,000	2/06/12	Neal	Jim	Passed unanimously

Town of Boxborough



Finance Committee

751	Maturing Debt - Interest	\$483,453	2/06/12	Neal	Jim	Passed unanimously
241	Building Inspector Salary	\$40,500	2/13/12	Jim	Susan	Passed unanimously
241	Building inspector - other	\$2,689	2/13/12	Jim	Susan	Passed unanimously
610	Library – Other expenses	\$115,764	2/13/12	Jim	Susan	Passed unanimously
491	Cemetery - Salaries	\$8,562	2/13/12	Jim	Susan	Passed unanimously
491	Cemetery - Other	\$1,000	2/13/12	Jim	Susan	Passed unanimously
431	Hazardous waste - Other	\$5,000	2/13/12	Jim	Susan	Passed unanimously
523	Mental Health Services – Other	\$0	2/13/12	Jim	Susan	Passed unanimously
599	Animal inspector - salary	\$969	2/13/12	Jim	Susan	Passed unanimously
599	Animal inspector - other	\$100	2/13/12	Jim	Susan	Passed unanimously
600	Animal control officer - salary	\$2,629	2/13/12	Jim	Susan	Passed unanimously
600	Animal control - other	\$400	2/13/12	Jim	Susan	Passed unanimously
141	Assessor - Salaries	\$39,700	2/13/12	Jim	Susan	Passed unanimously
141	Assessor - Other	\$8,008	2/13/12	Jim	Susan	Passed unanimously
161	Town Clerk - expenses	\$2,283	2/13/12	Jim	Susan	Passed unanimously
162	Elections & Registration – salaries	\$5,251	2/13/12	Jim	Susan	Passed unanimously
162	Elections & Registrations – expenses	\$6,320	2/13/12	Jim	Susan	Passed unanimously
510	Landfill monitoring - other	\$6,000	2/13/12	Jim	Susan	Passed unanimously
511	Board of Health - salaries	\$501	2/13/12	Jim	Susan	Passed unanimously
511	Board of Health - other	\$16,990	2/13/12	Jim	Susan	Passed unanimously
519	Environmental services - other	\$10,492	2/13/12	Jim	Susan	Passed unanimously
522	Nursing services - other	\$4,696	2/13/12	Jim	Susan	Passed unanimously
541	COA - salaries	\$43,540	2/13/12	Jim	Susan	Passed unanimously
541	COA - other	\$3,050	2/13/12	Jim	Susan	Passed unanimously
543	Veteran's salaries	\$670	2/13/12	Jim	Susan	Tabled
210	Police salaries	\$937,814	3/12/12	Gary	No second	Tabled
123	Town Administrator	\$95,095	3/12/12	Gary	Sue	Passed unanimously
123	Town admin expense	\$2775.00	3/12/12	Gary	Sue	Passed unanimously
135	Town accountant salary	\$69,421	3/12/12	Gary	Sue	Passed unanimously
145	Treasurer	\$70,421	3/12/12	Gary	Sue	Passed unanimously
146	Tax collector salary	\$61,366	3/12/12	Gary	Sue	Passed unanimously
146	Town Clerk	\$41,748	3/12/12	Gary	Sue	Passed 7-1
175	Planning Board	\$69,966	3/12/12	Gary	Sue	Passed unanimously
192	Town Hall Salaries	\$176,816	3/12/12	Gary	Sue	Passed unanimously
192	Town Hall Other	\$57,756	3/12/12	Gary	Sue	Passed unanimously
221	Dispatch salaries	\$233,898	3/12/12	Gary	Sue	Passed unanimously
221	Dispatch - other	\$34,135	3/12/12	Gary	Sue	Passed unanimously
310	Minuteman Vocational	\$227,929	3/12/12	Gary	Jim	Passed unanimously
320	ABRS Assessment	\$5,630,208	3/12/12	Gary	Sue	Passed unanimously
423	Snow & Ice - salaries	\$50,347	3/12/12	Gary	Sue	Passed unanimously
429	Fuel expenses	\$98,375	3/12/12	Gary	Sue	Passed unanimously
610	Library salary	\$200,536	3/12/12	Jim	Sue	Passed unanimously

Town of Boxborough



Finance Committee

541	COA - salaries	\$43,119	3/12/12	Gary	Sue	Passed unanimously
543	Veteran's salaries	\$670	3/12/12	Gary	Sue	Passed unanimously
543	Veterans - other	\$355	3/12/12	Gary	Sue	Passed unanimously
141	Assessor - expense	\$9,008	3/19/12	Karim	Neal	Passed unanimously
210	Police - salaries	\$931,429	3/19/12	Jim	Joe	Passed unanimously
210	Police - expenses	\$137,706	3/19/12	Jim	Joe	Passed unanimously
220	Fire - salaries	\$716,199	3/19/12	Bill	Jim	7 in favor, 1 abstain
220	Fire – other expenses	\$102,650	3/19/12	Bill	Jim	Passed 7-1
300	Blanchard school	\$5,832,751	3/19/12	Jim	Sue	7 in favor, 1 abstain
830	County retirement assessment – total other	\$504,212	3/19/12	Neal	Bill	7 in favor, 1 abstain
912	Other benefit insurance	\$66,685	3/19/12	Neal	Bill	7 in favor, 1 abstain
915	Employee benefits	\$1,404,740	3/19/12			7 in favor, 1 abstain
945	Liability insurance	\$85,700	3/19/12	Neal	Bill	7 in favor, 1 abstain

New email for FinCom – fincom@town.boxborough.ma.us. Please forward your email to Karim so he can add recipients.

Reserve Fund Transfers:

Reserve Fund

Item	Date	Cost	Left in Reserve	Reason
Initial reserve			\$185,000.00	Initial amount from article 5
Building inspector	8/8/2011	2807.07	\$182,193	No funds in salary line
Building inspector	9/26/11	800.00	\$181,393	
Consultant fee	9/26/11	\$2800.00	\$178,593	Study of Department heads salary survey
Assessor Salary	9/26/11	\$5500.00	\$173,093	In lieu of outsourcing
Consulting Fee	10/17/11	\$400.00	\$172,693	Add Library salary survey
Building inspector	11/14/11	\$1200.00	\$171,493	Through period ending 10/12
Building Inspector	11/21/11	\$1200.00	\$170,293	Through period ending 11/9
Building Inspector	12/19/11	\$1801.00	\$168,492	Through period ending 12/19
Veteran's Benefits	1/9/12	\$5617.71	\$162,874.29	State legislation change
Building Inspector	2/13/12	\$15,241	\$147,633.29	Through June 2012
School Committee	3/5/12	\$65,000	\$ 82,633.29	To partially offset SPED costs
Expense – Water Heater for Police	3/19/12	\$1,888.30	\$80,744.99	Earlier commitment by FinCom
Repair expense – Police vehicle #15	3/19/12	\$2,399.00		Tabled