

## Town of Boxborough



### Finance Committee

FinCom Meeting Minutes for: December 17, 2012

Venue: Town Hall – Morse

#### **Attendees:**

##### **FinCom**

1. Karim Raad
2. Susan Bak
3. Jeff Scott
4. Jim Ham
5. Dilip Subramanyam

#### **Missing:**

**Public Participation:** Gary Kushner (for discussion of capital plan)

The meeting was called to order at 7:30 PM.

Review/Approval of last week's minutes:

Jeff moved/Jim seconded – December 10 minutes approved unanimously.

There was some discussion about the FinCom position on the STM articles. There was also some discussion about what the current (incomplete) budget revision does not yet contain – i.e., salary increases for department heads, OPEB contribution (\$75K last year), warrant articles from the capital plan (\$1 -1.6 Million), stabilization fund transfer (\$75K last year), teacher contracts, assumptions about state aid (currently assumes a 5% decrease), etc. There was some discussion about funding a new fuel dispensing system with a RFT. The DPW also has some good ideas about further refinements in the transfer station. The new configuration appears to be working well with good savings being realized.

Neal Hesler joined the FinCom at 8:05PM.

Capital Plan discussion – the budgets for Fire, Police, Dispatch and Town Hall were discussed. Of concern were the amounts requested for radios in light of the possibility of regionalization for dispatch. It was recognized that some of this would be covered by grant money if approved. There remains the possibility that the town may have to deal with a contingent article (like the generator one last year). Another issue that was of concern was paving. It was not clear to the FinCom that the Police and Blanchard School needed paving. The Fire department could probably do with a concrete fix near the garage door where there is currently some buckling. The Blanchard School sidewalk could use a major repair. The town hall parking lot needs re-paving but the concern was regarding what to do about the foundation repair. It was expressed that perhaps we need to wait until a facilities manager is on board that can help with these decisions. Regarding the ambulance, the cost was of some concern. The chief had indicated that this was because of the need for the vehicle to cover the latest state safety codes and equipment. The question of whether or not the charges could be raised came up. It was also suggested that we obtain estimates of what other surrounding towns have paid recently. Regarding the emergency response vehicle, the question of refurbishment was discussed

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similar to what the town attempted with the police vehicle last year. The FinCom will try to review maintenance records to see if we can delay this a bit more. Regarding SCBA's for the fire department, the question of how long they could go before they need to be replaced would be checked and to also check with Acton. The capital budget is of major concern for the next 3 years. Some bonding may be needed to cover the expense.

Sue left at 8:30 PM to meet with the BoS regarding salaries. She returned with the news that the BoS was fine with spending about \$9K (from a RFT) to do a salary survey across the town employees.

Meeting was adjourned at 9:40 PM. Moved by Jeff, seconded by Jim, approved unanimously.

Next meeting – STM on Monday, Jan 7, 2013 at 6:30 PM at Blanchard School

Fire walk through – Friday, Dec 21 at 7 AM.

Respectfully submitted by:

Dilip Subramanyam

FinCom Secretary

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New email for FinCom – [fincom@town.boxborough.ma.us](mailto: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	9/10/12		\$185,000.00	Initial amount from article 5