

Town of Boxborough



Finance Committee

FinCom Meeting Minutes for: August 27, 2013

Venue: Town Hall

Attendees:

FinCom

1. Karim Raad
2. Jim Ham
3. Jeff Scott
4. John Rosamond
5. Eric Romaniak
6. Sharron Zhou
7. Dilip Subramanyam

Absent: Neal Hesler, Steve Ballard

Public Participation: Maria Neyland

The meeting was called to order at 7:35 PM by Karim.

August 13 meeting minutes – moved by Jeff and seconded by John – approved unanimously with one revision on the amount raised by the group proposing to repair the track.

Library Financial Review:

Karim received materials from Mike. There was some preliminary discussion on how to analyze the information.

The FinCom received notice of the departure of Mike Guzzo, town accountant. Town administrator plans call for a replacement to be in place by early October. A committee was formed to interview prospective candidates. It was agreed that Karim will be the FinCom representative on this committee.

Karim met with the Fire Chief and was informed that the chief's vehicle had not come in yet. Also, the chief indicated that the grant for air packs came in at around \$17K so the remainder of the cost will be in the 2015 capital request.

Mail – AB regional update – Maria Neyland indicated that there was no change to the assessment.

Liaison List Review – for the benefit of Jim who is in his last year of membership. The FinCom made some revisions (see new list attached).

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New Business – Jeff has received numerous inquiries about the cost and availability of the Senior Center. The FinCom requested that Jeff try to coordinate a joint meeting with all interested parties.

Re-organization discussion was tabled until the full FinCom meets.

Next meeting – Monday, September 9, 2013 at Town Hall at 7:30 PM

Meeting was adjourned at 9:25 PM – moved by Jeff, seconded by Eric, approved unanimously.

Respectfully submitted by:

D. Subramanyam
 FinCom Secretary
 August 27, 2013.

Reserve Fund Transfers:

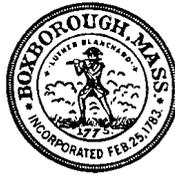
Reserve Fund

Item	Date	Cost	Left in Reserve	Reason
Initial reserve	8/27/13		\$185,000.00	Initial amount from article 5

Updated Liaison List:

Department		Account	<u>2013 Liaison</u>	<u>2014 Liaison</u>
Protection	Police	210	Jim Ham / Karim Raad	Jim/ Karim/John
	Fire	220	Dilip Subramanyam / Karim Raad	Dilip/ Karim/Eric
	Dispatch	221	Jim Ham / Karim Raad	Jim/ Karim/John
	Inspectors	241	Neal Hesler / Dilip Subramanyam	Neal / Dilip
	Emergency Mgt	291		Jim Ham
	Dog Officer	292	Jim Ham	Jim/Eric/John
	Field Driver	299	Jim Ham	Jim/Eric/John
Education	Blanchard School	300	Jim Ham/ Jeff Scott	Jim/ Jeff/Sharron
	Minuteman Vocational HS	310	Susan Bak / Jim Ham	Neal/Sharron
	ABRS Assessment	320	Susan Bak / Jim Ham	Jim/Sharron
Dept. Public Works	Public Works	422	Karim Raad	Karim/Dilip/Eric
	Snow & Ice	423	Karim Raad	Karim/Dilip/Eric
	Street Lighting	424	Karim Raad	Karim/Dilip/Eric
	Hager Well Maintenance	425	Karim Raad	Karim/Dilip/Eric
	Fuel	429	Karim Raad	Karim/Dilip/Eric
	Hazardous Waste Coll	431	Karim Raad	Karim/Dilip/Eric
	Cemetery	491	Karim Raad	Karim/Dilip/Eric
Health Services	Board of Health	511	Jeff Scott / Susan Bak	Jeff / Sharron

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	Environmental Services	519	Jeff Scott / Susan Bak	Jeff / Sharron
	Family Services	521	Jeff Scott / Susan Bak	Jeff / Sharron
	Nursing Services	522	Jeff Scott / Susan Bak	Jeff / Sharron
	Mental Health Services	523	Jeff Scott / Susan Bak	Jeff / Sharron
	Council on Aging	541	Jeff Scott / Susan Bak	Jeff / Sharron
	Veterans	543	Jeff Scott / Susan Bak	Jeff / Sharron
	Inspect of Animals	599	Jeff Scott / Susan Bak	Jeff / Sharron
	Animal Control Officer	600	Jeff Scott / Susan Bak	Jeff / Sharron
	Landfill Monitoring	510	Jeff Scott / Susan Bak	Jeff / Sharron
Culture & Recreation	Library	610	Susan Bak / Jeff Scott	Jeff/Steve
	Recreation Comm	630	Susan Bak / Jeff Scott	Jeff/Steve
	Historical Comm	691	Susan Bak / Jeff Scott	Jeff/Steve
	Public Celebration	692	Susan Bak / Jeff Scott	Jeff/Steve
	Steele Farm	693	Susan Bak / Jeff Scott	Jeff/Steve
	A/B Cultural Council	699	Susan Bak / Jeff Scott	Steve/Sharron
Town Government	Moderator	114	Karim Raad	Karim Raad
	Town Hall	192	Neal H / Dilip Subramanyam	Neal/Dilip
	Town Constable	119	Neal Hesler / Dilip Subramanyam	Neal/Dilip
	Selectman	122	Karim Raad / Jim Ham	Karim/Jim
	Town Administrator	123	Neal Hesler / Dilip Subramanyam	Neal/Dilip/Sharron
	Finance Committee	131	Karim Raad	Karim
	Accountant	135	Neal Hesler / Dilip Subramanyam	Neal/Dilip/Sharron
	Assessor	141	Neal Hesler / Dilip Subramanyam	Neal/Dilip/Sharron
	Treasurer	145	Neal Hesler / Dilip Subramanyam	Neal/Dilip/Eric
	Tax Collector	146	Neal Hesler / Dilip Subramanyam	Neal/Dilip/Eric
	Legal	151	Neal Hesler / Dilip Subramanyam	Neal/Dilip/Steve
	Personnel Board	152	Neal Hesler / Dilip Subramanyam	Neal/Dilip/John
	Town Clerk	161	Neal Hesler / Dilip Subramanyam	Neal/Dilip/John
	Elect & Regist	162	Neal Hesler / Dilip Subramanyam	Neal/Dilip/Eric
Debt / Insurance	Debt & Interest	710 & 751	Neal Hesler / Dilip Subramanyam	Neal/Dilip/Steve
	Insurance	912/915/945	Neal Hesler / Dilip Subramanyam	Neal/Dilip/Steve
	Retirement	830	Neal Hesler / Dilip Subramanyam	Neal/Dilip/Steve
Land Use Boards	Conservation Comm	171	Karim Raad	Karim/Eric
	Planning Board	175	Karim Raad	Karim/Eric
	Zoning Board	176	Karim Raad	Karim/Eric

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	Housing Board	177	Karim Raad	Karim/Eric
	Agricultural Comm	179	Karim Raad	Karim/Eric
Other	Energy Committee	199	Karim Raad	Karim
	Bitcom		Karim Raad	Karim
	Reserve Fund	132	Karim Raad	Karim
	Civil Defense		Karim Raad	Karim
	Boxborough Leadership Forum		Karim Raad	Karim
	Capital Plan		Dilip Subramanyam / Karim Raad	Dilip/Karim
	Town Report		Dilip Subramanyam / Karim Raad	Dilip/Karim