

Town of Boxborough



Finance Committee

FinCom Meeting Minutes for: September 23, 2013

Venue: Boxborough Town Hall

Attendees:

FinCom

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

Absent: Steve Ballard, Sharron Zhou

Public Participation:

The meeting was called to order at 7:38 PM by Karim.

Sept. 16 meeting minutes – moved by Dilip, seconded by John – approved unanimously.

Discussion of long-term capital requirements and future vision for Fire Department. Jim Ham shared copies of recent Boston Globe (9/7/13 “Plenty of Firefighters, but where are the fires,”) and Town incident statistics from '06-'12. Major capital investments planned for 2015 should be made in context of shifting needs, a vision for the future, and opportunities to collaborate with other towns. Neal suggested that we understand homeowner insurance underwriter ratings of town fire protection, and key performance indicators that insurers track. Karim will coordinate a firehouse tour for Fincom members on Friday, 9/27 at 7:30AM, to provide context for further discussion.

Police Dept. Tour was held last Friday, led by Chief Ryder and attended by 7 Fincom members. The tour provided useful perspective for budget considerations.

Library Financial Review. Overall we agree that the Library appears well managed. Karim will send a follow-up note to the Library Board.

Free cash has been certified at \$1,428,917.

Well-Being Committee. Liz Markiewicz has requested Fincom representation to a newly formed committee to consider contracting with the Acton Social Worker for social services. The meeting consensus is that Fincom participation is not necessary at this time.

Town of Boxborough



Finance Committee

Town Credit Rating. Neal shared copies of the Standard & Poor's Global Credit Portal report dated March 25, 2010 for Boxborough. The report was issued in conjunction with the Town's bond offering and provides detail on the "AAA" rating.

Minuteman Regional Vocational HS. Neal summarized the potential financial impact of the proposed changes to the 16 member regional agreement, which would more than double Boxborough's forecasted assessment (\$38,782K to \$86,165) for debt service for the new school.. Boxborough currently has 5 students enrolled.

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

Meeting was adjourned at 9:05 PM – moved by Eric, seconded by John, approved unanimously.

Respectfully submitted by:

J. Scott
 FinCom Secretary
 September 23, 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	2013 Liaison	2014 Liaison
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

Town of Boxborough



Finance Committee

	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
	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	Neal/Dilip/Steve

Town of Boxborough



Finance Committee

			Subramanyam	
	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
	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