

**Town of Boxborough**



**Finance Committee**

FinCom Meeting Minutes for: September 30, 2013

Venue: Boxborough Town Hall

**Attendees:**

**FinCom**

1. Karim Raad
2. Steve Ballard
3. John Rosamond
4. Eric Romaniak
5. Dilip Subramanyam

**Absent:** Sharron Zhou, Neal Hesler, Jim Ham, Jeff Scott

**Public Participation:** John Fallon

The meeting was called to order at 7:33 PM by Karim.

John introduced himself to the committee and explained some of his expectations of the FinCom. He thanked the FinCom for its efforts over the past couple of years and spoke to the fact that Boxborough was one of the few towns that was taxing below the levy limits for the past couple of years.

Sept. 23 meeting minutes – Eric moved, John seconded – approved unanimously with date revision on meeting minutes.

Fire Station visit – Karim will try to schedule this for Friday, October 11.

**Capital Plan Discussion:**

The FinCom reviewed the current version. There are a number of items that need clarification including the double counting of paving needs. Follow up action – Dilip to send out reminders to department heads to review their budgets so follow up meetings could be arranged.

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

Meeting was adjourned at 8:50 PM – moved by John, seconded by Eric, approved unanimously.

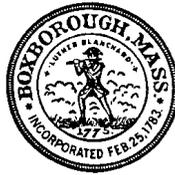
Respectfully submitted by:

D. Subramanyam

On behalf of FinCom Secretary J. Scott

September 30, 2013.

Town of Boxborough



Finance Committee

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
<b>Protection</b>	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
<b>Education</b>	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
<b>Dept. Public Works</b>	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
<b>Health Services</b>	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
<b>Culture &amp; Recreation</b>	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

## Town of Boxborough



### Finance Committee

	A/B Cultural Council	699	Susan Bak / Jeff Scott	Steve/Sharron
<b>Town Government</b>	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
<b>Debt / Insurance</b>	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
<b>Land Use Boards</b>	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
<b>Other</b>	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