

Town of Boxborough



Finance Committee

FinCom Meeting Minutes for: Monday February 3rd 2014
Venue: Boxborough Town Hall

Attendees:

FinCom

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

Absent: Steve Ballard

Public Participation: Jeanne Kangas, Rita Grossman, Maria Neyland

The meeting was called to order at 7.10 pm by Dilip.

Community Preservation Act: Rita and Jeanne gave a presentation on the Community Preservation Act (CPA) that was passed by the State in 2000 and explained that this was taken up in 2001 in Boxborough but failed at Town Meeting. They are currently working to bring this to Town Meeting in May 2014 to see if it will pass. The CPA is a voter-authorized surcharge of up to 3% (with some limited exemptions) on local property tax bills that provides dedicated funds for open space preservation, preservation of historic resources, development of affordable housing and the acquisition & development of outdoor recreational facilities. At least 10% of the available funds have to be assigned to each of the first three of these uses. The local CPA funds are supplemented annually by State funds that have varied from 26-100% of the local revenue, although most recently state funding has been towards the lower end of this range. About 150 towns in the Commonwealth have passed this measure including a number of surrounding towns. In discussion, FinCom noted the attraction of the added State funds, although recognized that these came at the cost of a tax increase, providing funds outside of Prop.2 ½ and also potentially adding administrative costs. It was agreed that a FinCom member should be present at the Board of Selectmen meeting when the CPA proposal is discussed and that Dilip would write to Ruth and Jeanne to request a copy of their presentation.

Approval of Minutes:

Approval of the minutes for the FinCom meeting on January 27th - moved by Jeff, seconded by Jim – approved unanimously with one amendment.

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Budget Items: Neal reported on discussions at the BLF meeting, and noted that the budget for capital warrant articles is now about \$1.7M rather than the \$1.3M previously; the difference is mostly potential warrants for transfers to the OPEB trust fund, stabilization fund, Septic reserve fund, and updated master plan. It was noted that the potential article for Radios is still an estimate in advance of receiving the consultant’s report. There is also an IMA being negotiated between the town and the regional school district that will address many of the points raised by Eve, particularly in relation to DPW activities. Warrants are due by March 17th and FinCom will plan to vote on some line items before that; it was agreed to review Police, DPW and Library budgets at the next meeting

Town Report: Dilip reported that Jennifer and John have produced a draft document for the FinCom section of the Town Report. Some numbers still need to be checked, and John will circulate the draft to FinCom for comments, noting that the deadline for submission is February 4th.

Next Meeting: the next FinCom meeting will be on Monday February 10th at 7.00pm in the Town Hall

Motion to adjourn at 9.22pm – proposed by Jeff, seconded by Eric - approved unanimously

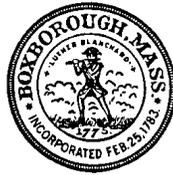
Respectfully submitted,
John Rosamond, Fincom Secretary
February 5th 2014.

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
Engineering Services	10/21/13	\$11,500	173,500.00	Blanchard property survey.
Police Repair/Maint-Veh.	11/04/13	\$11,471	162,029.00	Police vehicle replacement.
Town Assessor	01/13/14	\$3089.84	158,939.16	Increased hours for workload

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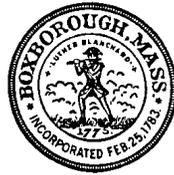
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Updated Liaison List:

Department		Account	<u>2013 Liaison</u>	<u>2014 Liaison</u>
Protection	Police	210	Jim Ham / Karim Raad	Jim//Jeff
Education	Fire	220	Dilip Subramanyam / Karim Raad	Dilip/Eric
	Dispatch	221	Jim Ham / Karim Raad	Jim/Jeff
	Inspectors	241	Neal Hesler / Dilip Subramanyam	Neal / Dilip
	Emergency Mgt	291		Jim/Jeff
	Dog Officer	292	Jim Ham	Jim/John
	Field Driver	299	Jim Ham	Jim/John
	Blanchard School	300	Jim Ham/ Jeff Scott	Jim/ Eve
		Minuteman Vocational HS	310	Susan Bak / Jim Ham
ABRS Assessment		320	Susan Bak / Jim Ham	Jim/Eve?
Dept. Public Works	Public Works	422	Karim Raad	Steve/Eve
	Snow & Ice	423	Karim Raad	Steve/Eve
	Street Lighting	424	Karim Raad	Steve/Eve
	Hager Well Maintenance	425	Karim Raad	Steve/Eve
	Fuel	429	Karim Raad	Steve/Eve
	Hazardous Waste Coll	431	Karim Raad	Steve/Eve
	Cemetery	491	Karim Raad	Steve/Eve
Health Services	Board of Health	511	Jeff Scott / Susan Bak	Jeff /Steve
	Environmental Services	519	Jeff Scott / Susan Bak	Jeff /Steve
	Family Services	521	Jeff Scott / Susan Bak	Jeff /Steve
	Nursing Services	522	Jeff Scott / Susan Bak	Jeff /Steve
	Mental Health Services	523	Jeff Scott / Susan Bak	Jeff/Steve
	Council on Aging	541	Jeff Scott / Susan Bak	Jeff/Steve
	Veterans	543	Jeff Scott / Susan Bak	Jeff/Steve
	Inspect of Animals	599	Jeff Scott / Susan Bak	Jeff/Steve
	Animal Control Officer	600	Jeff Scott / Susan Bak	Jeff/Steve
Landfill Monitoring	510	Jeff Scott / Susan Bak	Jeff/Steve	
Culture & Recreation	Library	610	Susan Bak / Jeff Scott	John/Steve
	Recreation Comm	630	Susan Bak / Jeff Scott	John/Steve
	Historical Comm	691	Susan Bak / Jeff Scott	John/Steve
	Public Celebration	692	Susan Bak / Jeff Scott	John/Steve
	Steele Farm	693	Susan Bak / Jeff Scott	John/Steve
	A/B Cultural Council	699	Susan Bak / Jeff Scott	Steve
Town Government	Moderator	114	Karim Raad	Dilip

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	Town Hall	192	Neal H / Dilip Subramanyam	Neal/Dilip
	Town Constable	119	Neal Hesler / Dilip Subramanyam	Neal/Dilip
	Selectman	122	Karim Raad / Jim Ham	Jim/Eve
	Town Administrator	123	Neal Hesler / Dilip Subramanyam	Neal/Dilip
	Finance Committee	131	Karim Raad	Dilip
	Accountant	135	Neal Hesler / Dilip Subramanyam	Neal/Dilip
	Assessor	141	Neal Hesler / Dilip Subramanyam	Neal/Dilip
	Treasurer	145	Neal Hesler / Dilip Subramanyam	Neal/Eric
	Tax Collector	146	Neal Hesler / Dilip Subramanyam	Neal/Eric
	Legal	151	Neal Hesler / Dilip Subramanyam	Neal/Eric
	Personnel Board	152	Neal Hesler / Dilip Subramanyam	Neal/Eric
	Town Clerk	161	Neal Hesler / Dilip Subramanyam	Neal/John
	Elect & Regist	162	Neal Hesler / Dilip Subramanyam	Neal/John
Debt / Insurance	Debt & Interest	710 & 751	Neal Hesler / Dilip Subramanyam	Neal/ Steve
	Insurance	912/915/945	Neal Hesler / Dilip Subramanyam	Neal/ Steve
	Retirement	830	Neal Hesler / Dilip Subramanyam	Neal/ Steve
Land Use Boards	Conservation Comm	171	Karim Raad	Eric
	Planning Board	175	Karim Raad	Eric
	Zoning Board	176	Karim Raad	Eric
	Housing Board	177	Karim Raad	Eric
	Agricultural Comm	179	Karim Raad	Eric
Other	Energy Committee	199	Karim Raad	Steve/Jeff
	Bitcom		Karim Raad	Steve/Jeff
	Reserve Fund	132	Karim Raad	Dilip/Jeff
	Civil Defense		Karim Raad	Steve/Jeff
	Boxborough Leadership Forum		Karim Raad	Dilip/Jeff
	Capital Plan		Dilip Subramanyam / Karim Raad	Dilip/Jeff
	Town Report		Dilip Subramanyam / Karim Raad	Dilip/Jeff/John

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

Line No.	Description	Amount	Date	Moved	Seconded	Vote
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