

Town of Boxborough



Finance Committee

FinCom Meeting Minutes for: Monday February 10th 2014
Venue: Boxborough Town Hall

Attendees:

FinCom

1. Jeff Scott
2. John Rosamond
3. Neal Hesler
4. Eve Li
5. Eric Romaniak

Absent: Dilip Subramanyam, Jim Ham, Steve Ballard

Public Participation: Bruce Hager (SFC), Ed Whitcomb (SFC)

The meeting was called to order at 7.18 pm by Jeff.

Steele Farm Barn: Ed Whitcomb and Bruce Hager described the background to, and evolution of, the proposed warrant article for repairs to the Steele Farm barn. The barn is in need of extensive repair with rot and decay throughout the structure and the SFC proposes to replace much of the woodwork, corner posts, siding, windows and doors, rather than making some more cosmetic changes that had been planned originally. The SFC had discussed the possibility that Minuteman Tech students could contribute to the project, and although it seemed difficult for logistical reasons, FinCom encouraged the SFC to continue looking at possibilities like this. SFC had obtained estimates for the work, although there was some concern that the true costs for repairs would only be apparent after the work was in progress. It was noted that the Building Inspector had been working with the SFC to scope the work, and he would act as the Project Manager for the repairs. FinCom discussed the proposed warrant with Ed and Bruce and gave guidance on the approach they would support for the warrant article.

Approval of Minutes: Approval of the minutes for the FinCom meeting on February 3rd 2014 - moved by Eric, seconded by Eve— approved unanimously.

Budget Items: John summarized the meeting that he and Jim had with Les Fox and Vince Amoroso on negotiations for the new contract for the Police Chief. Jeff reported on the meeting that he and Jim had with Chief Ryder about the Police Department budget. Salaries are in line with the CBA, although this has still to be approved at Town Meeting. The increase in the line for a replacement vehicle related to the need for ancillary equipment rather than the cost of the vehicle itself.

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FinCom discussed and voted on several line items in the FY'15 budget as recorded in the table below.

Reserve Fund Transfer: FinCom approved a Reserve Fund Transfer for an Accountant consultant following the resignation of the former Town accountant.

Next Meeting: The next FinCom meeting will be on Tuesday February 18th at 7.00pm in the Town Hall

Motion to adjourn at 9.14pm – proposed by Eric, seconded by Jeff - approved unanimously

Respectfully submitted,
John Rosamond, Fincom Secretary
February 12th 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
Accountant consultant	02/10/14	\$3547.50	\$155,391.66	Interim accountant for transition.

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

Budget

Dept No.	Dept. & Description	Amount	Date	Moved	Seconded	Vote
210	Police – Total other	\$143,420.00	2/10/14	Neal	John	5-0
221	Dispatch – Total Salaries	\$250,574.08	2/10/14	Neal	John	5-0
221	Dispatch – Total Other	\$36,020.00	2/10/14	Neal	John	5-0

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422	Public Works – Total Other	\$229,440.00	2/10/14	Neal	John	5-0
423	Snow & Ice – Total Other	\$107,504.00	2/10/14	Neal	John	5-0
424	Street Lighting – Total Other	\$3,000.00	2/10/14	Neal	John	5-0
425	Hager Well – Total Other	\$22,400.00	2/10/14	Neal	John	5-0
431	Hazardous Waste – Total Other	\$10,000.00	2/10/14	Neal	John	5-0
491	Cemetery – Total Other	\$1000.00	2/10/14	Neal	John	5-0
599	Animal Inspector – Total Other	\$100.00	2/10/14	Neal	John	5-0
600	Animal Control Officer – Total Other	\$400.00	2/10/14	Neal	John	5-0
610	Library – Total Other	\$120,912.00	2/10/14	Neal	John	5-0