

Town of Boxborough



Finance Committee

FinCom Meeting Minutes for: Monday March 24th 2014
Venue: Boxborough Town Hall

Attendees:

FinCom

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

Absent: Eric Romaniak, Steve Ballard

Public Participation: Jennifer Barrett

The meeting was called to order at 7.08 pm by Dilip

Approval of Minutes: Approval of the minutes for the FinCom meeting on March 17th 2014 - moved by Jeff, seconded by Eve– approved unanimously.

Budget Review: FinCom discussed and voted on a number of line items in the Town budget (Rev. 8) as recorded in the table below. In the course of this there was discussion and clarification around each of the line items, as well as extended discussions on several topics. The committee continued to struggle to understand components of residual telephone and technology items in some Department budgets after transfers to the new Technology account. It was eventually agreed that FinCom would invite the Town Administrator to a meeting to help explain the reorganization of telephone and technology budgets across departments.

As requested after the last Committee meeting, Jennifer provided budget summaries for two scenarios for the implementation of the consultant's report on non-union personnel salaries. After brief discussion of the options, it was agreed that the consultant's salary recommendations would be incorporated into the budget documents for FinCom to vote on salary lines at their next meeting.

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There was some further discussion of the Police salary budget, with some concern expressed about the proposed new contract for the Police Chief and where that would position it in the salary range with comparator towns. It was agreed that Jim would communicate the committee's reservations to the Board of Selectmen's contract negotiating team, and that FinCom would consider this further at their next meeting.

Next Meetings: The next FinCom meeting will be on Sat 29th March at 8am in the Town Hall with a subsequent meeting on Monday March 31st at 7.00pm in the Town Hall

Motion to adjourn at 9.59pm – proposed by Neal, seconded by Jeff - approved unanimously

Respectfully submitted,
John Rosamond, Fincom Secretary
March 26th 2014.

Reserve Fund Transfers:

Reserve Fund

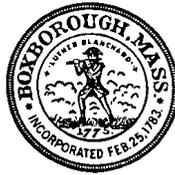
Item	Date	Cost	Left in Reserve	Reason
Initial reserve	8/27/13		\$185,000.00	Initial amount from article 5
Engineering Services	10/21/13	\$11,500	\$173,500.00	Blanchard property survey.
Police Repair/Maint-Veh.	11/04/13	\$11,471	\$162,029.00	Police vehicle replacement.
Town Assessor	01/13/14	\$3089.84	\$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

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221	Dispatch – Total Other	\$36,020.00	2/10/14	Neal	John	5-0
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
510	Landfill Monitoring – Total Other	\$3600.00	2/24/14	Jeff	Steve	5-0
511	Board of Health – Total Salaries	\$500.00	2/24/14	Jeff	Steve	5-0
511	Board of Health – Total Other	\$16990.00	2/24/14	Jeff	Steve	5-0
519	Environmental Services – Total Other	\$10900.00	2/24/14	Jeff	Steve	5-0
522	Nursing Services – Total Other	\$4900.00	2/24/14	Jeff	Steve	5-0
541	Council on Aging – Total Other	\$3200	2/24/14	Jeff	Steve	5-0
543	Veterans – Total Salaries	Tabled				
543	Veterans – Total Other	\$355	2/24/14	Jeff	Steve	5-0
599	Inspector of Animals – Total Salaries	Tabled				
599	Inspector of Animals – Total Other	\$100	2/24/14	Jeff	Steve	5-0
630	Recreation Commission – Total Salaries	Tabled	2/24/14			
630	Recreation Commission – Total Other	\$9400	2/24/14	Jeff	Steve	6-0
691	Historical Commission – Total Other	\$3174	2/24/14	Jeff	Steve	6-0
692	Public Celebrations Committee – Total Other	\$965	2/24/14	Jeff	Steve	6-0
693	Steele Farm – Total Other	\$1000	2/24/14	Jeff	Steve	6-0
699	A/B Cultural Council – Total Other	\$1500	2/24/14	Jeff	Steve	6-0
710	Maturing Debt Principal – Total Other	\$740,000	2/24/14	Jeff	Steve	6-0
751	Maturing Debt Interest – Total Other	\$162,897	2/24/14	Jeff	Steve	6-0
114	Moderator – Total Other	\$50	2/24/14	Jeff	Steve	6-0
119	Town Constable – Total Other	\$175	2/24/14	Jeff	Steve	6-0
122	Selectmen – Total Salaries	\$2000	2/24/14	Jeff	Steve	6-0
122	Selectmen – Total Other	\$2136	2/24/14	Jeff	Steve	6-0
123	Town Administrator – Total Other	\$2825	2/24/14	Jeff	Steve	6-0
131	Finance Committee – Total Other	\$455	2/24/14	Jeff	Steve	6-0
132	Reserve Fund	\$185,000	2/24/14	Jeff	Steve	6-0

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152	Personnel Board – Total Other	\$260	2/24/14	Jeff	Steve	6-0
171	Conservation Commission – Total Other	\$2150	2/24/14	Jeff	Steve	6-0
176	Zoning Board of Appeals – Total Other	\$335	2/24/14	Jeff	Steve	6-0
179	Agricultural Commission – Total Other	\$200	2/24/14	Jeff	Steve	6-0
210	Police - Salaries	\$1,009,694.76	3/10/14	Jim	Jeff	6-0
135	Accountant – Total Other	\$26,968	3/17/14	Neal	Jeff	7-0
141	Assessor – Total Other	\$9,388	3/17/14	Neal	Jeff	7-0
145	Treasurer – Total Other	\$8,350	3/17/14	Neal	Jeff	7-0
146	Tax Collector – Total Other	Tabled	3/17/14			
151	Legal – Total Other	\$53,500	3/17/14	Neal	Jeff	7-0
156	Technology – Total Other	\$27,994	3/17/14	Neal	Jeff	7-0
161	Town Clerk – Total Other	\$2,178	3/17/14	Neal	Jeff	7-0
162	Elect. & Regist. – Total Other	\$6,070	3/17/14	Neal	Jeff	7-0
175	Planning Board – Total Other	\$5,775	3/17/14	Neal	Jeff	7-0
192	Town Hall – Total Other	\$45,355	3/17/14	Neal	Jeff	7-0
199	Energy Committee – Total Other	\$1,000	3/17/14	Neal	Jeff	7-0
210	Police – Total Other	\$137,290	3/17/14	Jim	Jeff	7-0
220	Fire – Total Other	Tabled				
241	Building Inspector – Total Other	\$2,250	3/17/14	Neal	Jeff	7-0
292	Dog Officer – Total Other	\$1,625	3/17/14	Neal	Jeff	7-0
299	Field Driver - Salary	\$45	3/17/14	Dilip	Jeff	7-0
299	Field Driver – Total Other	\$50	3/17/14	Dilip	Jeff	7-0
310	Minuteman Vocational HS – Total Other	\$147,254	3/24/14	Neal	Jeff	5-0
830	County Retirement Assessment – Total Other	\$612,822	3/24/14	Neal	Jeff	5-0
912	Other Benefit Insurance – Total Other	\$60,279	3/24/14	Neal	Jeff	5-0
915	Employee Benefits – Total Other	\$583,303	3/24/14	Neal	Jeff	5-0
945	Liability Insurance – Total Other	\$78,640	3/24/14	Neal	Jeff	5-0
141	Assessor – Total Other	\$13,113	3/24/14	Neal	Jeff	6-0
145	Treasurer – Total Salaries	\$65,311	3/24/14	Neal	Jeff	6-0
146	Tax Collector – Total Other	\$20,118	3/24/14	Neal	Jeff	6-0
541	Council on Aging – Total Other	\$4,700	3/24/14	Neal	Jeff	6-0
429	Fuel – Total Other	\$97,250	3/24/14	Eve	Jeff	6-0
320	ABRS Assessment – Total Other	\$10,594,577	3/24/14	Jim	Jeff	6-0
220	Fire – Total Other	\$103,498	3/24/14	Dilip	Jeff	6-0

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