

Town of Boxborough



Finance Committee

FinCom Meeting Minutes for: Monday July 27th 2015
Venue: Hilberg Room, Town Hall

Attendees:

FinCom

1. Dilip Subramanyam
2. Steve Ballard
3. Amy Burke
4. John Rosamond
5. Neal Hesler
6. Gary Kushner

Absent: Eve Li, Ted Kail,

Public Attendance: Selina Shaw (Town Administrator), Owen Neville.

The meeting was called to order by Dilip at 8.02 pm, who opened by welcoming Gary back to the Finance Committee.

Reserve Fund Transfers: FinCom considered two requests for transfers from the Reserve Fund. Moved by Neal, seconded by Steve, the first was a request for \$17,500 to replace two furnace units in the town hall that had failed. Selina provided the background, noting that the units were 30 years old, against an anticipated life of 20 years. Dilip questioned why this wasn't in the capital plan, and why given the likelihood of failure the cost of replacement wasn't included as a warrant article at ATM. He also flagged up to Selina the difficulties that had been experienced in coordinating the capital plan with the Building Inspector. Selina agreed to take this issue on board. Neal raised the issue of other town infrastructure that was running beyond its anticipated life, and highlighted the need to understand the potential liability and plan accordingly. After extensive discussion, the RFT was approved unanimously (6-0).

Moved by Neal and seconded by Steve, a request for \$12,000 to make repairs to one of the crypts and wall at the North cemetery was taken up. Although the DPW have "stabilized and secured" the area, one of the crypts is in need of immediate repair to its roof structure, together with the retaining wall that runs north-south between two crypt entrances. It is anticipated that an application will be made for CPC for funding for further work that needs doing at the cemetery, but the urgency of these repairs preclude that option in this instance. There was some discussion about who was responsible for the crypts at the North cemetery: Selina advised that, unlike the South cemetery, there is no established fund for repairs at North cemetery, so the Town takes responsibility. The RFT was approved unanimously (6-0).

These RFTs are recorded in the Table below.

Town of Boxborough



Finance Committee

Department Liaisons:

Department	Account	2014 Liaison	2015 Liaison
Protection	Police	Jim//Jeff	Jim
	Fire	Dilip/Eric	Jeff
	Dispatch	Jim/Jeff	Jim
	Inspectors	Neal / Dilip	Neal
	Emergency Mgt	Jim/Jeff	Jeff
	Dog Officer	Jim/John	Jeff
	Field Driver	Jim/John	Jeff
Education	Blanchard School	Jim/ Eve	
	Minuteman Vocational HS	Neal/Eve?	Neal
	ABRS Assessment	Jim/Eve?	Jim
Dept. Public Works	Public Works	Steve/Eve	Ted
	Snow & Ice	Steve/Eve	Ted
	Street Lighting	Steve/Eve	Ted
	Hager Well Maintenance	Steve/Eve	Ted
	Fuel	Steve/Eve	Ted
	Hazardous Waste Coll	Steve/Eve	Ted
	Cemetery	Steve/Eve	Ted
Health Services	Board of Health	Jeff /Steve	Steve
	Environmental Services	Jeff /Steve	Steve
	Family Services	Jeff /Steve	Steve
	Nursing Services	Jeff /Steve	Steve
	Mental Health Services	Jeff/Steve	Steve
	Council on Aging	Jeff/Steve	Steve
	Veterans	Jeff/Steve	Steve
	Inspect of Animals	Jeff/Steve	Steve
	Animal Control Officer	Jeff/Steve	Steve
	Landfill Monitoring	Jeff/Steve	Steve
Culture & Recreation	Library	John/Steve	Amy
	Recreation Comm	John/Steve	Amy
	Historical Comm	John/Steve	Amy
	Public Celebration	John/Steve	Amy
	Steele Farm	John/Steve	Amy
	A/B Cultural Council	Steve	Amy
Town Government	Moderator	Dilip	Dilip
	Town Hall	Neal/Dilip	Neal
	Town Constable	Neal/Dilip	Neal
	Selectman	Jim/Eve	Dilip

Town of Boxborough



Finance Committee

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