

Town of Boxborough



Finance Committee

FinCom Meeting Minutes for: Thursday August 20, 2015  
Venue: Morse-Hilberg Rooms, Town Hall

**Attendees:**

**FinCom**

1. Dilip Subramanyam
2. Neal Hesler,
3. Ted Kail
4. Gary Kushner
5. Steve Ballard

**Absent,** Amy Burke, Eve Li

**Public Attendance:** Bruce Hager, Ed Whitcomb - SFAC

The meeting was called to order by Dilip at 8.35pm.

**Reserve Fund Transfer:** The committee unanimously approved (moved by Neal, seconded by Ted) a reserve fund transfer request by the Steele Farm Advisory Committee in the amount of \$7,000. The reason for this emergency request was that the low bid for this project came in at around \$97K and the 2015 TM appropriation was \$90K. This is a CPA project.

**Next Meeting:** TBD. Sometime in the month of September, 2015

**Motion to adjourn** at 8.50pm – proposed by Neal, seconded by Ted and approved unanimously.

Respectfully submitted,  
Dilip Subramanyam,  
On behalf of John Rosamund  
FinCom Secretary  
August 20<sup>th</sup> 2015

**Reserve Fund Transfers:**

Item	Date	Cost	Left in Reserve	Reason
Initial reserve	7/01/15		\$185,000.00	Initial amount from article 5
192- Town Hall- Building Grounds and Maintenance-	7/27/15	\$17,500	\$167,500	Replace two furnace/AC units at the Town Hall
491 – Cemetery – Building &	7/27/15	\$12,000	\$155,500	Repairs to damaged crypt

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Ground Maintenance services				and adjoining stone wall
670 - Steele Farm Buildings & Grounds Maintenance	8/20/15	\$7,000.00	\$148,500.00	Low bid higher than TM appropriation.

Department Liaisons:

Department		Account	2014 Liaison	2015 Liaison
<b>Protection</b>	Police	210	Jim//Jeff	<b>Jim</b>
	Fire	220	Dilip/Eric	<b>Jeff</b>
	Dispatch	221	Jim/Jeff	<b>Jim</b>
	Inspectors	241	Neal / Dilip	<b>Neal</b>
	Emergency Mgt	291	Jim/Jeff	<b>Jeff</b>
	Dog Officer	292	Jim/John	<b>Jeff</b>
	Field Driver	299	Jim/John	<b>Jeff</b>
<b>Education</b>	Blanchard School	300	Jim/ Eve	
	Minuteman Vocational HS	310	Neal/Eve?	<b>Neal</b>
	ABRS Assessment	320	Jim/Eve?	<b>Jim</b>
<b>Dept. Public Works</b>	Public Works	422	Steve/Eve	<b>Ted</b>
	Snow & Ice	423	Steve/Eve	<b>Ted</b>
	Street Lighting	424	Steve/Eve	<b>Ted</b>
	Hager Well Maintenance	425	Steve/Eve	<b>Ted</b>
	Fuel	429	Steve/Eve	<b>Ted</b>
	Hazardous Waste Coll	431	Steve/Eve	<b>Ted</b>
	Cemetery	491	Steve/Eve	<b>Ted</b>
<b>Health Services</b>	Board of Health	511	Jeff /Steve	<b>Steve</b>
	Environmental Services	519	Jeff /Steve	<b>Steve</b>
	Family Services	521	Jeff /Steve	<b>Steve</b>
	Nursing Services	522	Jeff /Steve	<b>Steve</b>
	Mental Health Services	523	Jeff/Steve	<b>Steve</b>
	Council on Aging	541	Jeff/Steve	<b>Steve</b>
	Veterans	543	Jeff/Steve	<b>Steve</b>
	Inspect of Animals	599	Jeff/Steve	<b>Steve</b>
	Animal Control Officer	600	Jeff/Steve	<b>Steve</b>
	Landfill Monitoring	510	Jeff/Steve	<b>Steve</b>
<b>Culture &amp; Recreation</b>	Library	610	John/Steve	<b>Amy</b>
	Recreation Comm	630	John/Steve	<b>Amy</b>
	Historical Comm	691	John/Steve	<b>Amy</b>
	Public Celebration	692	John/Steve	<b>Amy</b>
	Steele Farm	693	John/Steve	<b>Amy</b>
	A/B Cultural Council	699	Steve	<b>Amy</b>
<b>Town Government</b>	Moderator	114	Dilip	<b>Dilip</b>

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