

Town of Boxborough



Finance Committee

FinCom Meeting Minutes for: Monday November 16th 2015
Venue: Hilberg Room, Town Hall

Attendees:

FinCom

1. Dilip Subramanyam
2. John Rosamond
3. Ted Kail
4. Amy Burke
5. Neal Hesler,
6. Gary Kushner

Absent: Steve Ballard

Public Attendance: None

The meeting was called to order by Dilip at 7.34pm, who opened the meeting by noting that Eve Li had resigned from FinCom, reducing the current number of members to 7 which necessitates 4 members for a quorum. Dilip also noted that Dave Lindberg (Building Inspector) has resigned which will impact further development of the capital plan by Ted.

Approval of Meeting Minutes: Approval of the minutes for the FinCom meeting on November 2nd – moved by Gary, seconded by Ted – approved unanimously.

Community Preservation Projects: John provided an update on the current status of the process being used by the Community Preservation Committee (CPC) to vet and review potential project applications. Completed applications for seven projects have been received, and copies circulated to Town Boards and Committees for comment and questions. These comments will be discussed with the applicants at the Public Meeting on December 3rd, with CPC making a decision on which projects to recommend to next May's ATM by January 7th 2016. As part of this review process, FinCom discussed each of the seven proposals and generated the following feedback for CPC:

2015-01; Preservation of Town Records:

- Will this project restore all record books?
- Do we save money by doing this all in one year? Does it need another two years?
- Do we really need the CDs?

2015-02: Regional Housing Services:

- How has this been funded previously?

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- What happens if this isn't funded? Do other Towns contribute?
- What is the impact, if any, of the Jefferson development?
- If this is a yearly item, shouldn't it be part of the Housing Board operating budget?
- There is an issue with the timing; the request is for the calendar year 2016 but CPA funds will only be available from July 1st 2016 and cannot be used to reimburse previous payments.

2015-03: Rental Voucher Program:

- Strong support for the intent to help the most needy in town
- Are we confident of the numbers of households that need assistance?
- Several questions about the details of the program; this has to be part of a broader program of assistance. What are the details of that?
- How do we prevent abuse? What are the oversight plans?
- A hard financial cut-off for eligibility could be seen as unfair to a household whose income is very slightly above the threshold for qualification.
- Has there been any consideration of alternatives to rent assistance, for example, support to children/school?
- Are we prepared to continue this for the foreseeable future; once it's implemented, it's not going to stop.

2015-04: Grange Room renovation:

- Costs seem to have skyrocketed since last year; why is that?
- Can we do it in stages (!!)
- It's a heavily utilized space that needs updating
- Better AV facilities are needed for the meetings in that room

2015-05: Nature Playspace at Blanchard School:

- Isn't there already an outdoor teaching area/play space at Blanchard?
- How does this benefit the town community?
- Do we want to do something like this in space that the Town doesn't own?
- How will the "geese problem" be addressed?

2015-06: Liberty Field design:

- Consistent with RecCom plan and Town Master plan
- Supports the broad town community
- Will it lead to overuse of the grass soccer fields?
- There is a basketball court at Cisco. Is that publicly available and if so, do we need another one?

2015-07: Skate Park Phase 2:

- Why do we want to spend money on property in Acton?
- Only useful for a small subset of the community

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- There are serious concerns about drug use at the current skate park. Can we get data about the scale of the issue?

Three Board Meeting: Amy reported that a meeting with the Boxborough Board of Selectmen and the full ABRSD committee had been arranged, and would be the next meeting for FinCom. We had copies of the slides that the Acton BoS had presented at their equivalent meeting earlier this year, and were trying to get a copy of the Acton FinCom presentation. There was a discussion of some of the points that we wanted to make at this meeting, and Amy agreed to draft and circulate a set of slides that would provide information and highlight topics for further discussion. Dilip noted that he would need to update the time and location of the posting for the next meeting.

Next Meeting: The next FinCom meeting will be on Monday November 30th at 7.00pm in the Sargent Memorial Library

Motion to adjourn at 9.10pm – moved by Neal, seconded by Gary - approved unanimously.

Respectfully submitted,
John Rosamond
FinCom Secretary
November 18th 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 & Ground Maintenance services	7/27/15	\$12,000	\$155,500	Repairs to damaged crypt 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.
670 - Steele Farm Buildings & Grounds Maintenance	10/5/15	\$10,598	\$137,902	Further work to repair timber frames

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Department Liaisons:

Department		Account		<u>FY17 Liaison</u>
Protection	Police	210		Dilip
	Fire	220		Gary
	Dispatch	221		Dilip
	Inspectors	241		Ted
	Emergency Mgt	291		Gary
	Dog Officer	292		John
	Field Driver	299		John
	Education	Blanchard School	300	
	Minuteman Vocational HS	310		Gary
	ABRS Assessment	320		Amy
Dept. Public Works	Public Works	422		Ted
	Snow & Ice	423		Ted
	Street Lighting	424		Ted
	Hager Well Maintenance	425		Ted
	Fuel	429		Ted
	Hazardous Waste Coll	431		Ted
	Cemetery	491		Ted
Health Services	Board of Health	511		Steve
	Environmental Services	519		Steve
	Family Services	521		Steve
	Nursing Services	522		Steve
	Mental Health Services	523		Steve
	Council on Aging	541		Steve
	Veterans	543		Steve
	Inspect of Animals	599		Steve
	Animal Control Officer	600		Steve
	Landfill Monitoring	510		Steve
Culture & Recreation	Library	610		Amy
	Recreation Comm	630		Amy
	Historical Comm	691		Amy

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	Public Celebration	692		Amy
	Steele Farm	693		Amy
	A/B Cultural Council	699		Amy
Town Government	Moderator	114		Neal
	Town Hall	192		Neal
	Town Constable	119		Neal
	Selectman	122		Neal
	Town Administrator	123		Neal
	Finance Committee	131		(Neal)
	Accountant	135		Neal
	Assessor	141		Neal
	Treasurer	145		Neal
	Tax Collector	146		Neal
	Legal	151		Neal
	Personnel Board	152		Amy
	Town Clerk	161		Neal
	Elect & Regist	162		Neal
Debt / Insurance	Debt & Interest	710 & 751		Neal
	Insurance	912/915/945		Neal
	Retirement	830		Neal
Land Use Boards	Conservation Comm	171		John
	Planning Board	175		John
	Zoning Board	176		John
	Housing Board	177		John
	Agricultural Comm	179		John
Other	Energy Committee	199		Eve
	Technology	156		Eve
	Reserve Fund	132		Eve
	Civil Defense			Eve
	Boxborough Leadership Forum			Dilip
	Capital Plan			Ted
	Town Report			Dilip/Neal/John