

**Town of Boxborough**



**Finance Committee**

FinCom Meeting Minutes for: Monday November 30th 2015  
Venue: Meeting Room, Sargent Memorial Library

**Attendees:**

**FinCom**

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

**Absent:** Neal Hesler, Ted Kail

**Public Attendance:** John Fallon (Town Moderator)

FinCom was called to order by Dilip at 7.02pm.

**Three-Board Meeting:** FinCom met with a quorum of the Boxborough Board of Selectmen and the ABRSD School Committee to review the background, issues and process for setting the ABRSD budget in the context of BoS and FinCom priorities and concerns. Full minutes for this meeting will be provided by the School Committee.

**Reserve Fund Transfer:** Consideration of an RFT for \$5750 to replace a failed furnace on the east side of the Town Hall – moved by Amy, seconded by Steve – approved unanimously and recorded in the table below.

**Next Meeting:** The next FinCom meeting will be on Monday December 14th at 7.30pm, location to be determined depending on the status of the elevator at Town Hall.

**Motion to adjourn** at 8.50pm – moved by Gary, seconded by Steve - approved unanimously.

Respectfully submitted,  
John Rosamond  
FinCom Secretary  
December 3rd 2015

**Town of Boxborough**



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**Reserve Fund Transfers:**

<b>Item</b>	<b>Date</b>	<b>Cost</b>	<b>Left in Reserve</b>	<b>Reason</b>
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.	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
192- Town Hall- Building Grounds and Maintenance-	11/30/15	\$5,750	\$132,152	Replacement of one furnace in Town Hall

**Department Liaisons:**

<b>Department</b>	<b>Account</b>	<b>FY17 Liaison</b>
<b>Protection</b>	Police	<b>Dilip</b>
	Fire	<b>Gary</b>
	Dispatch	<b>Dilip</b>
	Inspectors	<b>Ted</b>
	Emergency Mgt	<b>Gary</b>
	Dog Officer	<b>John</b>
	Field Driver	<b>John</b>
<b>Education</b>	Blanchard School	
	Minuteman Vocational HS	<b>Gary</b>
	ABRS Assessment	<b>Amy</b>
<b>Dept. Public Works</b>	Public Works	<b>Ted</b>
	Snow & Ice	<b>Ted</b>
	Street Lighting	<b>Ted</b>

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	Hager Well Maintenance	425		<b>Ted</b>
	Fuel	429		<b>Ted</b>
	Hazardous Waste Coll	431		<b>Ted</b>
	Cemetery	491		<b>Ted</b>
<b>Health Services</b>	Board of Health	511		<b>Steve</b>
	Environmental Services	519		<b>Steve</b>
	Family Services	521		<b>Steve</b>
	Nursing Services	522		<b>Steve</b>
	Mental Health Services	523		<b>Steve</b>
	Council on Aging	541		<b>Steve</b>
	Veterans	543		<b>Steve</b>
	Inspect of Animals	599		<b>Steve</b>
	Animal Control Officer	600		<b>Steve</b>
	Landfill Monitoring	510		<b>Steve</b>
<b>Culture &amp; Recreation</b>	Library	610		<b>Amy</b>
	Recreation Comm	630		<b>Amy</b>
	Historical Comm	691		<b>Amy</b>
	Public Celebration	692		<b>Amy</b>
	Steele Farm	693		<b>Amy</b>
	A/B Cultural Council	699		<b>Amy</b>
<b>Town Government</b>	Moderator	114		<b>Neal</b>
	Town Hall	192		<b>Neal</b>
	Town Constable	119		<b>Neal</b>
	Selectman	122		<b>Neal</b>
	Town Administrator	123		<b>Neal</b>
	Finance Committee	131		<b>(Neal)</b>
	Accountant	135		<b>Neal</b>
	Assessor	141		<b>Neal</b>
	Treasurer	145		<b>Neal</b>
	Tax Collector	146		<b>Neal</b>
	Legal	151		<b>Neal</b>
	Personnel Board	152		<b>Amy</b>
	Town Clerk	161		<b>Neal</b>
	Elect & Regist	162		<b>Neal</b>
<b>Debt / Insurance</b>	Debt & Interest	710 & 751		<b>Neal</b>
	Insurance	912/915/945		<b>Neal</b>
	Retirement	830		<b>Neal</b>
<b>Land Use Boards</b>	Conservation Comm	171		<b>John</b>
	Planning Board	175		<b>John</b>
	Zoning Board	176		<b>John</b>
	Housing Board	177		<b>John</b>
	Agricultural Comm	179		<b>John</b>

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**Finance Committee**

<b>Other</b>	Energy Committee	199		<b>Eve</b>
	Technology	156		<b>Eve</b>
	Reserve Fund	132		<b>Eve</b>
	Civil Defense			<b>Eve</b>
	Boxborough Leadership Forum			<b>Dilip</b>
	Capital Plan			<b>Ted</b>
	Town Report			<b>Dilip/Neal/John</b>