



**Finance Committee  
Minutes January 13, 2020  
Morse-Hilberg Room  
Boxborough Town Hall  
29 Middle Rd.  
Boxborough, MA**

**FinCom Meeting**

Members Present:

Gary Kushner  
Becky Neville  
Keith Lyons  
Ling Chen  
Sachin Mathur

Members Absent:

Others Present:

Jennifer Barrett  
Maria Neyland (9:15)

Gary called meeting to order at 7:31pm

Recurring Topics:

- Meeting minutes Dec 16 approved. Gary, Keith seconded
- Nov 4, 18, Dec 10 Keith to check
- RFT for the appraisal for abatement request for Boxborough Regency
  - Becky moved to approve \$6,000, Keith seconded
- RFT for State representative – Special Election replacing rep who resigned
  - Becky moved to approve \$3,350, Keith seconded

Administrative Topics:

- Personnel Board updates provided by Becky
  - Settled at 2.6% CPIU
  - Town working on JD for Finance Director
- Transfer Station
  - Continued conversations on charge for 1-day passes at \$50
- Capital Plan
  - Compensation plan scheduled for every 7 years
  - Planning board zoning review every 10 years
  - Carpets and bathrooms in poor shape in fire station. Chief will be adding something to their capital plan
- Budget Reviews
  - 114 – salary \$100 – Becky moved, Ling seconded, 5-0

- 114 – other \$65 – Becky moved, Ling seconded, 5-0
- 119 – \$170 town expense voted 4-0-1 Becky recused
- 122 – Salaries \$2,000 – Becky moved, Ling seconded, 5-0
- 122 – Total Other \$3,030 – Becky moved, Ling seconded, 5-0
- 123 – Salary \$211,085 - Becky moved, Ling seconded, 5-0
- 123 – Total other \$5,225 - Becky moved, Ling seconded, 5-0
- 131 – Total salary \$3,075 - Becky moved, Ling seconded, 5-0
- 131 – Total other \$375 - Becky moved, Ling seconded, 5-0
- 135 – Total other \$150,000 - Becky moved, Ling seconded, 5-0
- 139 – Total salary \$89,750 - Becky moved, Ling seconded, 5-0
- 139 – Total other \$36,175 - Becky moved, Ling seconded, 5-0
- 141 – Total salary \$83,260 - Becky moved, Ling seconded, 5-0
- 141 – Total other \$13,790 - Becky moved, Ling seconded, 5-0
- 145 – Total salary \$75,520 - Becky moved, Ling seconded, 5-0
- 145 – Total other \$30,040 - Becky moved, Ling seconded, 5-0
- 151 – Total other \$78,400 - Becky moved, Ling seconded, 5-0
- 152 – Total other \$345 - Becky moved, Ling seconded, 5-0
- 156 – Total salary \$6,000 - Becky moved, Ling seconded, 5-0
- 156 – Total other \$164,310 Keith recommend deferring vote
- Total Cable – \$81,700 - Becky moved, Ling seconded, 5-0
- 161- Total salary – \$53,160 - Becky moved, Ling seconded, 5-0
- 161 – Total other - \$1,705 - Becky moved, Ling seconded, 5-0
- 162 – Total salary - \$8,845 - Becky moved, Ling seconded, 5-0
- 162 – Total other - \$9,355 - Becky moved, Ling seconded, 5-0
- 171 – Total other - \$2,150 - Becky moved, Ling seconded, 5-0
- 175 – Total salary - \$76,780 - Becky moved, Ling seconded, 5-0
- 175 – Total other - \$9,300 – Becky moved, Ling seconded, 5-0
- 176 – Total salary \$3,075 - Becky moved, Ling seconded, 5-0
- 176 – Total other \$225 - Becky moved, Ling seconded, 5-0
- 179 – Total other \$200 - Becky moved, Ling seconded, 4-0-1, Beck recused herself
- 182 – Total other \$3,500 - Becky moved, Ling seconded, 5-0
- 192 – Total salaries \$226,765 - Becky moved, Ling seconded, 5-0
- 192 – Total other \$49,055 - Becky moved, Ling seconded, 5-0
- 196 – Total other \$54,190 - Becky moved, Ling seconded, 5-0
- 199 – Total other \$500 - Becky moved, Ling seconded, 5-0
- Liaisons:
  - Building Committee
    - Disbanding committee. Asking Select Board to create a building committee

- ATM – To Buy 72 Stow Road land from the Housing Trust
  - School – Gary provided School Bldg updates
  - Fire – Becky recommended we put SAFER program on agenda for next meeting

Documents distributed or referred to:

- Agenda
- December 16 minutes
- 2021 v1 and v2 Budget Books
- RFT for abatement
- RFT for special election

Reserve Fund Transfer Tracker:

Description	Expense	Balance	Date	Comments
Interim Planner Services	\$12,750	\$137,250	8/19/19	UMAS Acct. 001-175-5306-0000
Appraisal Services to assess value of two parcels which encroach Rte111 Sidewalk Project	\$6,000	\$131,250	10/1/2019	UMAS Acct. 001-122-5306-000
Appraisal to determine fair market value of 1414 Mass Ave.	\$4,000	\$127,250	10/2/2019	UMAS Acct. 001-141-5306-0000
Repair of Library Exterior	\$7,000	\$120,250	11/4/2019	UMAS Acct. 001-610-5241-0000
Hager well for filter	\$5,900	\$114,350	11/18/19	UMAS Acct. 001-425-5243-0000
Treasure stipend	\$1,000	\$113,350	12/16/19	UMAS Acct. 001-145-5154-0000
Abatement appraisal for Regency	\$6,000	\$107,350	1/13/2020	UMAS Acct. 001-141-5306-0000
State representative resigned. Special election for March. Can combine with Presidential primary.	\$3,350	\$104,000	1/13/2020	UMAS Acct. 001-162-5125-0000 \$1,850 & 001-162-5243-0000 \$1,500

Upcoming meetings:

- January 27
- Feb 3
- Feb 8 – Capital
- Feb 10
- Feb 24

Becky called to adjourn at 9:26, Keith seconded. 4-0 all in favor.

Respectfully submitted,  
Keith Lyons