

**Town of West Boylston
Finance and CIB Committee
Meeting of May 7, 2019**

A joint meeting of Fincom and CIB was convened at 7:00 pm in meeting room 120 at town hall. Attending were Chris Berglund, Paul Bohannon, Ray Bricault, and Pete Murphy. Jaime Desanti, Bill Fay, and James Marinelli were absent.

The minutes of meeting for April 30 for Fincom and CIB were approved 4-0.

The warrant articles remaining open were reviewed:

Article 8: Sewer Enterprise: There is a current \$605,000 revenue shortfall because rates are not covering the costs of maintenance and Blackstone processing costs. The Blackstone processing costs were forecast, but local fees were not raised in anticipation. Retained Earnings have been covering the shortfall. The result is the series of rate increases are necessary to restore the revenue to meet operating and maintenance expenses. These rate increases should be identified at the Town Meeting under this article, which asks town meeting to approve the Enterprise operations for the coming year. A meeting with Fincom and the Sewer Commission (Board of Selectmen) will be requested by Ray Bricault to understand the rising costs and future fees.

Chris Berglund moved to endorse this article and Paul Bohannon seconded, the motion was approved 4-0 by Fincom.

Article 6: Budget Transfers: This information is not complete and still not available.

Article 20: Cemetery Mower:

- There are currently two mowers; the oldest mower needs to be retired. The proposed purchase is the same mower model as the current newer mower, which has performed well. Paul Bohannon moved to endorse the article for purchase using cemetery funds, Ray Bricault seconded, the motion was approved 4-0 by Fincom.
- There is no plan for expansion of the cemetery land, but there is a recognized need for additional space in a few years to keep the cemetery available to town residents.

Article 23: Capital Investment Fund:

- Capital fund additions are possible at this town meeting from free cash. Ray Bricault moved to recommend to the Board of Selectmen moving \$150,000 from free cash to the CIF, Chris Berglund seconded, and the motion was approved 4-0 by the CIB and 4-0 by Fincom.
- The capital planning goal is to identify all of the town assets worth more than \$20,000. The departments will be asked to list all assets to start the plan. Replacement values will be estimated and replacement or renovation dates estimated. The objective will be a report by the fall town meeting.

FISP: Fincom and CIB discussed the role of the FISP in maintaining and renovating the town building assets. At the FISP meeting on Wednesday, FISP will be asked to consider their role in the capital planning effort and the need for facilities expertise to evaluate building needs. The Fincom and CIB need better planning information in order to finalize a capital plan for the town.

The next meeting of Fincom and CIB is May 20 at 6L30 before the Town Meeting.

The meeting adjourned at 8:27pm

Pete Murphy
Secretary Fincom and CIB