

**Town of West Boylston
Finance/CIB Committee
Meeting of January 31, 2022**

A meeting of Fincom and CIB was convened at 6:02 pm in the main meeting room at Town Hall. Attending were Fincom and CIB members Chris Berglund, Ray Bricault, Paul Bohannon, Bill Fay, Mary Foley, Pete Murphy and Paul Redmond. Austin Cyganiewicz and Jim Marinelli were absent.

The minutes of meeting for January 10, 2022 were approved 6-0 as moved by Mary Foley.

Department capital needs were discussed. The Schools and Fire submitted capital plans with significant spending requests. Police capital plans were limited to new cruisers, which have been financed through the operating budget. The DPW and Library have not submitted their plans. The new DPW director is still reviewing the DPW needs, and is considering four new purchases: a parks mower, a mini-excavator for the cemetery, an International dump truck, and a Ferris mower. The Library is waiting for the HVAC heat pump engineering study. The Fincom teams will meet with each of the departments before the next meeting to discuss and clarify the capital needs and any major changes to the operating budgets.

The DPW has two approved capital truck purchases that have not been made. There is ongoing discussion about the specific brand and features of these trucks.

The Capital Planning spreadsheet has not yet been updated by the Town Administrator as promised.

The town has received a Green Communities grant of \$99,000, which will be used for the DPW building to upgrade the HVAC and lighting.

Two major items in the operating budget; Healthcare and Insurance will only increase 3% and 2% respectively in FY23. The insurance increase includes an increase in the deductible from \$1,000 to \$2,500. The Town Administrator plans to keep a reserve for the increased deductible.

This meeting agenda included a discussion of free cash, but the Town Administrator had a conflict. There was no free cash discussion.

The recent Town Audit had no significant findings.

The Water Department testing for PFAS showed two wells with no detectable levels and one well with 2 PPT, well under the State limit of 20 PPT. The testing is required to continue.

There was a discussion of creating a cloud storage for posting financial documents to make access by Fincom/CIB members easier. Chris Berglund will investigate.

The published town planning procedure for CIB capital recommendations needs to be reviewed for accuracy. Specifically, the CIB and Select Board meeting must occur at least 30 days before town meeting, and the CIB should meet in April to prepare.

Paul Bohannon asked if the revenue split policy between the schools and the town departments has been reviewed. No one knew of a review and there was some uncertainty about the specifics of the policy. Chris Berglund will review the policy with the Town Administrator.

The meeting adjourned at 7:12 pm as moved by Ray Bricault and seconded by Mary Foley. All voted in favor.

The next meeting is scheduled for February 28, 2022.

Pete Murphy
Secretary, Fincom and CIB