

**Town of West Boylston
Finance/CIB Committee
Meeting of February 28, 2022**

A Zoom meeting of Fincom and CIB was convened at 6:02 pm by Chair Chris Berglund. A required statement of authorization for Zoom meetings was read. Attending were Fincom and CIB members Chris Berglund, Ray Bricault, Paul Bohannon, Bill Fay, Mary Foley, Jim Marinelli, Pete Murphy and Paul Redmond. Austin Cyganiewicz was absent.

The minutes of meeting for January 31, 2022 were approved 6-0 as moved by Ray Bricault.

The schedule of CIB and Fincom meetings to prepare for the May Town Meeting is: March 14 at 6pm by Zoom; April 4 at 6pm, April 6 at 6:30pm, and April 11 at 6pm, all in person at town hall.

Chris Berglund announced that a Google drive has been set up for Fincom and CIB documents. This will allow all members easy access to current documents.

Chris Berglund and Ray Bricault attended a presentation on 2021 Sewer financials to the Select Board by Consultant Mike Schrader. Sewer financials remain strong and consequently no sewer rate increase is recommended for next fiscal year. Retained Earnings did continue to decline as expected.

Department capital and operating budget reviews for FY2023 were discussed:

Schools - A meeting with the school representatives is scheduled for later this week. The School capital requests total approximately \$300,000. Two major items at the Major Edwards building are the fire alarm panel \$100,000, and the heating boiler \$190,000. The Fire Chief says the fire alarm panel is obsolete and does not show the location of an alarm, which makes verification and quick action impossible, a major safety issue. The heating boiler is said to be inadequate for heating the entire building.

DPW - The DPW capital requests total approximately \$331,000. There are 4 items currently, replacements for a 1996 International truck, a 2006 Chevy pickup, a 2007 F-350 truck, and a 2011 Ferris mower. Bill Fay stated that each of the items being replaced are in poor condition. The CIB members were asked to each review these capital items and prepare questions for the DPW Director.

Fire - The Fire Department had 4 items on their capital request. One was removed when a Green Communities award was received to augment the funds available for the remaining work on the building renovation. The 3 items remaining are \$25,000 for replacement fire hoses, \$58,000 to replace the 2011 Tahoe SUV, and \$45,000 for a new emergency generator. The fire hoses have been patched and have aged out of NFPA compliance. They are a safety issue and the CIB team believes they should be a priority. The Tahoe has rust that has compromised the frame. It serves

as a backup ambulance, and is becoming a safety issue. This is a priority for the Fire Chief. The generator remains operable, but is not adequate to service all of the building needs and is set on a non-compliant support frame.

Police - The department has no capital needs except new cruisers, which are handled in the operating budget.

Library - The Library is waiting for the HVAC heat pump engineering study. The Fincom team will meet with the library director and check on any needs at town hall and the senior center by the next meeting. Pete Murphy will contact Rise Engineering for an update on the engineering study.

The deterioration of town vehicles due to rust and winter use was discussed again. Some kind of washing system is needed to remove salt from DPW and Fire trucks. Availability of wash facilities will be investigated.

The ARPA Act was discussed. The town will receive \$2.4 million over the next 4 years from the State funds received through the APRA legislation. The money has limitations that require it be spent on maintenance items, including labor, materials, and supplies. Items being considered include a storm water study, street line painting, street sweeper repair, and contributions to OPEB. The possibility of including repairs to the Fire Ladder truck hydraulic system was discussed. Select Board member Chris Rucho will be organizing the ARPA planning. The schools may receive their own, separate ARPA award.

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

An update on free cash is needed. How much was retained from last year and what is expected this year. The Town Accountant will be asked to provide an update.

Jim Marinelli discussed the condition of the Woodlawn Park tennis and basketball courts. They are currently closed and unusable. He would like to fund repairs through CPA funds, including possible conversion of the tennis courts to pickle ball courts. He will follow up with the Parks committee and Select Board member Pat Crowley.

The meeting adjourned at 7:25 pm as moved by Bill Fay and seconded by Paul Bohannon. All voted in favor.

The next meeting is scheduled for March 14, 2022.

Pete Murphy
Secretary, Fincom and CIB