

**Town of West Boylston
Finance/CIB Committee
Meeting of August 14, 2023**

A meeting of Fincom and CIB was convened at 6:00 pm by Zoom. Attending Fincom and CIB members were Cliona Archambeault, Chris Berglund, Jason Brockway, Ray Bricault, and Pete Murphy. Mary Foley was absent. Town Administrator, Jennifer Warren-Dyment, attended the meeting. Chair Chris Berglund read the Zoom meeting State authorization statement.

Paul Bohson has resigned from the Fincom and CIB committees. Chris Berglund thanked Paul Bohson for his long and dedicated service. Paul brought special experience to the committees as a long time town resident. He will be missed at our meetings.

Ray Bricault moved to approve the minutes of July 10 and Cliona Archambeault seconded. All were polled and voted in favor 5-0.

The fall town meeting is scheduled for October 16. No special issues are expected. Fincom and CIB will need to meet before the town meeting to review the warrant and discuss any items that need endorsement. There was general agreement that Mondays are the preferred day for these meetings, and the next meeting was scheduled for Monday, September 11. In person meeting at Town Hall was also chosen.

The town wide capital plan was discussed. A five year plan is the objective with department capital requests and expected needs reviewed and included by the end of the calendar year. The capital planning spreadsheet will include these forecasted capital needs, along with funding sources and grants. The new town Facilities Manager, Chuck, has been appointed and begun work. He will be included in the capital planning decisions and forecasts.

A meeting is scheduled for Friday, August 18, at the Library with the Library Director, the Town Administrator, and the Facilities Manager to discuss Library capital needs.

The capital planning spreadsheet will be discussed in detail at the September 11 meeting to decide how data should be shown. Also a decision will be made on the correct inflation rate to be used. The State is currently recommending 3.2%.

The FISP facilities planning group is to be restructured. Only two Select Board members will be included. Other members will be from the community and other town committees. Fincom and CIB will have two representatives, Ray Bricault and Cliona Archambeault. Decisions must be made by FISP regarding their proper capital dollar threshold, and how to work together with the separate boards for the schools and the library. The School Board is currently seeking MSPA funding for a new school building for the high school. The MSPA has accepted the request and will be visiting to review the need.

The current Town Accountant reports have no major issues. There are two new State funding earmarks, \$150,000 for Pride Park and \$75,000 for ADA access upgrades. Also, the town will receive some funds from the State for the opioid legal settlement. These funds will be included in free cash and must be allocated for drug prevention related activities.

Nominations were requested for Chair of Fincom and CIB for the next year. Pete Murphy nominated Chris Berglund for Fincom Chair, seconded by Ray Bricault. The polled vote was 5-0 in favor of the nomination. Pete Murphy then nominated Chris Berglund for CIB Chair, seconded by Ray Bricault. The polled vote was 5-0 in favor of the nomination.

Nominations were requested for Secretary of Fincom and CIB for the next year. Chris Berglund nominated Pete Murphy for Fincom Secretary, seconded by Cliona Archambeault. The polled vote was 5-0 in favor of the nomination. Chris Berglund then nominated Pete Murphy for CIB Secretary, seconded by Cliona Archambeault. The polled vote was 5-0 in favor of the nomination.

A meeting will be planned with the Water Department in the fall to discuss the new filtration system and any PFAS issues.

The next meeting is scheduled for Monday, September 11 at 6 pm at Town Hall.

The meeting adjourned at 7:15 pm as moved by Ray Bricault and seconded by Cliona Archambeault.

Pete Murphy
Secretary, Fincom and CIB