

**Town of West Boylston
Finance/CIB Committee
Meeting of October 30, 2023**

A Zoom meeting of Fincom and CIB was convened at 6:00 pm. Attending Fincom and CIB members were Cliona Archambeault, Chris Berglund, Ray Bricault, Mary Foley, and Pete Murphy. Jason Brockway was absent.

Chris Berglund read the State regulation authorizing Zoom meetings for town committees.

Ray Bricault made a motion to approve the minutes of meeting for October 16. Mary Foley seconded and the vote to approve was 5-0 in a roll call.

The October Town Meeting was discussed. ADA compliance came up in discussion of several articles, and the financial impact of compliance will be significant. The town has recently completed an ADA compliance plan. The plan is 500 pages and has not been reviewed by Fincom or CIB. Chris Berglund will post the plan for review and future discussion.

Fincom/CIB members will start the capital expense reviews with the town departments. The objective will be to complete the capital plan for 5 years. To do this, all town assets need to be identified and listed. Replacement or repair needs for the next 5 years will then be listed for each asset with dates and estimated cost. The Town Administrator has informed the departments of the planned meetings.

Department assignments: Cliona Archambeault, Town Hall and town accountant; Chris Berglund and Ray Bricault, schools; Jason Brockway, DPW; Mary Foley, Public Safety; and Pete Murphy, Library.

Chris Berglund briefly discussed an opportunity to attend a municipal finance seminar in November. He plans to attend.

The next meeting date was set for December 5.

A motion to adjourn was made at 6:45 pm by Ray Bricault and seconded by Mary Foley. All voted in favor 5-0 for Fincom and 5-0 for CIB.

Pete Murphy
Secretary, Fincom and CIB