

**Town of West Boylston
Finance/CIB Committee
Meeting of December 6, 2023**

A meeting of Fincom and CIB was convened at 6:02 pm at town hall. Attending Fincom and CIB members were Cliona Archambeault, Chris Berglund, Ray Bricault, Jason Brockway, and Pete Murphy. Mary Foley was absent.

Ray Bricault made a motion to approve the minutes of meeting for October 30. Jason Brockway seconded and the vote to approve was 5-0.

The committee discussed finance training, attended by Chris Berglund, including available online literature.

The new library director, Mike Long, will begin work on December 12 and will meet with Chris Berglund and Pete Murphy on December 15.

A report was given by Cliona Archambeault on Town Hall capital needs.

- Replacement of the building air handlers will be included in the 2025 capital requests.
- The HVAC age and condition need to be assessed to plan expected replacement.
- Town plans need to be updated. The master plan has expired and the housing production plan will expire in 2024. They will cost \$40,000 each to update. The open space plan will be updated at a cost of \$20,000, now covered by a grant.
- There was some discussion about the fact the town does not employ a planner.

The new DPW director has just been appointed. Jason Brockway and Chris Berglund will plan to meet with the director as soon as possible.

A meeting has been scheduled with School Superintendent Rich Meagher next week. Chris Berglund and Cliona Archambeault will attend.

The Public Service Fire chief will meet with Chris Berglund and Mary Foley next week.

The completed phase one Pride Park was opened on December 6.

Meetings were scheduled for January 11, February 1 and 8. The January meeting will be in-person and February meetings on Zoom.

The FISP committee still lacks a volunteer town resident to be complete. Once the FISP meets the Fincom priority is to have the committee determine the maximum potential funds the town can obtain from all sources, including borrowing. This number will allow decisions to be made

on how and when major projects can be scheduled. Chris Berglund will followup with the Town Administrator on FISP and capital planning.

A motion to adjourn was made at 7:01 pm by Jason Brockway and seconded by Ray Bricault. All voted in favor 5-0 for Fincom and 5-0 for CIB.

Pete Murphy
Secretary, Fincom and CIB