

**Town of West Boylston
Finance Committees
Meeting of April 5, 2016**

A joint meeting of Fincom and CIB was convened at 7 pm at the town hall. Attending were James Bedard, Chris Berglund, Ray Bricault, Dave Eckhardt, Bill Fay, Jim Marinelli, and Pete Murphy. Absent was Pat Bryant and Pavel Loven,.

The FY2017 draft town operating budget was presented by acting Town Administrator Nancy Lucier. The proposed budget is \$22,913,730, an increase of 1.46% over FY2016. The budget includes a 2% salary increase for union contract employees and a 1.5% increase for non-union employees. Major changes include:

- Salary savings to reflect a new Town Administrator and Town Accountant.
- Additional computer software maintenance expense. There was discussion of the cost effectiveness of these maintenance contracts.
- Police overtime increases to cover for an injured officer and provide dispatch communications support until regionalization.
- Salary savings due to receiving Veteran's services from a volunteer.

The initial projected FY2017 revenue is \$23,928 below the draft budget. This deficit will be covered from free cash.

The acting Town Administrator presented the first draft of the town meeting warrant for May 16. There are 28 warrant articles with the following discussion:

- Article 7 – Transfer unexpended funds – A list was presented but it is still too early for any confident discussion of these items.
- Article 8 – Authorize bills from previous year – There is currently one item for \$748.
- Article 9 – Sewer Enterprise – The Fincom requested the detailed financial report be provided.
- Article 22 – Amend the special act – This is authorization to make the Town Clerk appointed instead of elected. This change is to facilitate a replacement in the event of illness or other reason a serving clerk cannot continue.
- Article 26 – MLP Solar Project – The Municipal Light Plant is expected to present a plan for a solar farm at the capped town landfill.

The administrator said that any excess monies would be directed to the Stabilization fund.

The School Committee has sent a request to the Board of Selectmen for a special warrant article to raise \$20,850 for fire alarm equipment. During a subcommittee meeting on school capital, Fincom had encouraged the School Board to submit this request in the amount of \$6,000 for a needed Firelite control panel. The School Committee has now included all of the fire alarm system upgrades, including the detector replacements that had been handled as an operating budget expense.

The administrator discussed the projected revenue for FY2017. The only item of concern is the ambulance receipts. These are budgeted at \$400,000 even though they have been in decline and have not reached this value for several years. These will be discussed further with the Fire Chief.

The acting administrator said the new DPW Director will be appointed by the new Town Administrator.

A motion was made by Chris Berglund to accept the minutes of meeting for March 16. The motion was approved 8-0.

Fincom Subcommittee reports on capital requests were given.

- Schools – The only capital item being requested by the schools is a new generator for the Middle/High School. This item is important because this school has the role of town emergency shelter. MEMA funding and contract services are being explored as options to a town purchase.
- Public Safety – The request is for a replacement emergency generator and replacement garage doors.
- Administration – The library has requested carpet replacement and the Town Clerk needs another voting machine. Computer needs are being handled in operating expense.
- DPW
 - The primary request is for a generator. This request was made last year but was judged excessive due to size.
 - Additional items are the salt shed, which was deferred last year, and a backhoe.
 - The ventilation system has not been contracted and will require reauthorization. In addition, the bids received are \$15,000 above the authorized funds.

The meeting adjourned at 9:10.

Pete Murphy
Secretary