

**Town of West Boylston
Finance and CIB Committees
Meeting of April 28, 2015**

A joint meeting of Fincom and the CIB (Capital Investment Board) was convened at 7 pm at town hall. Attending were Chris Berglund, Ray Bricault, Pat Bryant, Pat Crowley, Dave Eckhardt, Bill Fay, Pavel Loven, Jim Marinelli, and Pete Murphy. Absent was Aaron Goodale.

The meeting minutes of 22 April 2015 were approved by a vote of 7-0.

Anthony Silva, the DPW Director, met with the committees to discuss capital and budget issues:

- The Sewer Enterprise budget was discussed. The projected revenue was not consistent from the budget document to the town meeting warrant article. The budget calls for revenue of \$1,305,500 and a draw from retained earnings of \$3,000. The warrant article shows revenue of \$1,200,000 with a draw from retained earnings of \$108,500. The DPW Director said the warrant article is incorrect and committed to investigate the reason. The accounting for Retained Earnings was discussed and the DPW Director was requested to explain the allocation of funds to the Retained Earnings account. He will investigate and report to Fincom.
- The Sewer Enterprise rates were discussed. The last rate increase was in 2010. Current sewer revenues exceed expenses, increasing retained earnings. The DPW Director said he expects this to continue for the next few years, however, no cost for plant improvements are included in the budget forecast. These costs are expected to increase in the next few years and may require a sewer rate increase.
- The FY 15 budget surplus in the waste collection tipping fees was questioned. The DPW Director explained that this is simply a budget underrun of approximately \$30,000 from the forecast. \$20,000 has been taken for transfer in the budget fix article.
- The impact on the sewer system of the 40B housing project in Oakdale is a concern. The DPW Director believes the sewer system can handle the first building phase (of 3) but a study is required to determine the capacity and when and if upgrades will be required. The Board of Selectment have approved a \$13,200 engineering study to answer these questions. Results are expected in June.
- Chapter 90 funds will be used for a \$17,500 study of town road conditions.

Two items of old business were discussed:

- An electric rate discount was originally offered to all municipal departments. The Electric Company discontinued the discount after determining that it was unfair to other rate payers. All town departments were transitioned to

other rate plans based on usage. Only the Library and the Fire Department experienced a significant increase in cost (about 10%) in the transition.

- The Library Director was informed that the Fincom would support a repair of the number 2 boiler for \$21,000. This will be included in the FY15 budget fix with an addition \$11,000 for window sill repair. The Library has contacted a water treatment consultant who can test and treat the circulating heating water for \$1000 per year. Periodic chemical cleaning of the boilers was also recommended by Fincom. Pete Murphy will attend the Library Trustees meeting to discuss the plan.

The Fincom and CIB meeting continued with a discussion of capital needs:

- The only major school near term capital need is the upgrade (phase 2) of the heating distribution system in the MS/HS School. A committee has been formed between the school and Fincom to study the upgrade need and solution.
- The Public Safety building needs asbestos removal from the window caulking. \$40,000 is included in the FY15 budget fix for remediation and window replacement.
- The Library carpet replacement has been moved to FY17. Repair or replacement of the large stairwell window is not currently needed since there is no evidence of leakage. This repair will still be needed, probably beyond FY17.
- The new \$12,000 server for town hall has been postponed to the fall town meeting.
- The DPW vehicle fuel system replacement is required. Fincom and CIB have requested an update on cost and schedule from the DPW Director.
- The DPW request for a replacement sander and wing plow is considered essential based on an inspection by committee members. A motion to endorse replacement as a capital fund expense was made by Pat Crowley, seconded by Bill Fay, and passed 9-0.
- The DPW request for a new, larger salt shed was discussed. The old salt shed is still in good condition and this replacement was judged a convenience request and not necessary at this time.

Ray Bricault will revise and circulate the capital planning spread sheet. Further review with the DPW is required to coordinate large future vehicle needs.

The meeting was adjourned at 8:57 pm. The next meeting on Thursday, May 7, will be to review the warrant articles.

Pete Murphy
Secretary