

Town of West Boylston
Finance Committee
Meeting of February 11, 2020

A meeting of Fincom and CIB was convened at 7 pm at town hall in the 1st floor meeting room. Attending were Chris Berglund, Ray Bricault, Paul Bohnson, Jaime Desanti, Bill Fay, Mary Foley, and Pete Murphy. Jim Marinelli was absent.

The minutes for the meetings on December 2 were approved for Fincom and CIB. The minutes of meeting for October 21 were not approved and will be reviewed at the next Fincom/CIB meeting.

Town Administrator Nancy Lucier was at the meeting:

- A transfer request was reviewed for the Fire Department for \$10,000 from the Reserve Fund to repair the 20 year old ladder truck pneumatic actuators. The total cost is \$18,438 with the balance funded from the Fire budget. The repair was unexpected. Chris Berglund moved to approve the transfer, second by Bill Fay. The motion was approved by Fincom 7-0.
- The Fire Department is requesting a Forest Fire truck based on a request from the DCR that the town be prepared to assist in forest fires. The discussion was not supportive of this expense and the Town Administrator was asked to push back on the DCR to provide some funding for equipment and training. The Fire Chief has been asked to develop the data on forest fires, how many, when, and the participation by the town.
- The Fire Station renovation planning has submitted a request for an elevator waiver on the grounds that Fire fighters are required to be fit and cannot be disabled, therefore being able to use stairs to the living quarters.
- The FISP has not yet been able to agree on the next priorities for their committee and have not considered other expected building projects.
- The Facilities Manager is funded and is expected to be hired on at least a part time basis whether or not Berlin agrees to share the cost.
- Regionalization is expected to be revisited for any potential partnerships that could save expense.
- The Senior Center project is complete and is expected to be bonded this month.

The Town Administrator left the meeting.

The Fincom/CIB spring meeting schedule was developed for department budget and capital reviews:

- The draft operating budget is expected by March 18.
- Fincom meetings were scheduled for March 9, March 23.
- Fincom department review meetings were scheduled for April 6, 8, and 13. All three meetings may not be required, based on past experience.
- The review meeting with the Select Board is scheduled for April 22 and the town meeting is May 18.

- A meeting was also scheduled for May 11 to review any open items before town meeting.
- Department capital review teams were formed to meet with town departments before the next scheduled Fincom/CIB meeting to determine the latest thinking about capital needs for the next 2 to 5 years, and to create a capital schedule for all existing capital items with a value above \$20,000. The review teams are: Town hall and library, Chris Berglund and Paul Bohanson; Public Service (Fire and Police), Mary Foley and Pete Murphy; DPW, Ray Bricault and Bill Fay; Schools, Jaime Desanti and Jim Marinelli.

The Library is preparing an application for Green Communities to upgrade the HVAC and heating system. The project is expected to take several years to complete. The Library has already been successful, along with the schools, in obtaining Green Community grants to upgrade lighting systems to LED.

The operating budget for the Sewer Enterprise is better than expected and the schedule for rate increases is likely to be delayed.

The Town Administrator is exploring expanding the cemetery using property owned by the town on Tivnan Drive. There will be a substantial development cost for this new location for grading and roads, and this cost is being developed. No numbers are available yet.

The meeting was adjourned to 8:07pm. The next meeting is March 9.

Pete Murphy
Secretary Fincom and CIB