

Town of West Boylston
Finance/CIB Committee
Meeting of April 13, 2020

An online meeting of Fincom and CIB was convened at 7 pm using Zoom software, as permitted by the State under the Emergency Waiver of the public meeting rules. A statement regarding the Emergency Waiver and public access to the meeting was read at the opening by Chair Ray Bricault. Attending Fincom and CIB members were Chris Berglund, Ray Bricault, Paul Bohannon, Bill Fay, Mary Foley, Jim Marinelli, and Pete Murphy. Jaime Desanti was absent. Select Board member Chris Rucho also participated.

The minutes for the meeting on April 6 were approved 5-0, as moved by Chris Berglund and seconded by Bill Fay.

The Library Guardian Green Energy project was reviewed. The Library Director would like to proceed with the work as proposed, a control system. A decision is needed by May 1. The Town Administrator would like to fund an engineering study of the entire HVAC system. A study will be investigated with possible shared funding through Green Energy.

Gary Kellaher, DPW Director, joined the meeting.

The DPW operating budget is level funded with the exception of a 2.8% contract salary increase. There are four open capital requests, all for FY21:

- Replacement Backhoe - The current backhoe is more than 20 years old (1999) and requires continuing repair, including a new \$10,000 fuel injection system. The proposed replacement is a John Deere 410L with a cost of \$135,000, less an \$18,000 trade-in, or \$117,500. This replacement is the first equipment priority.
- Replacement Trackless MT7 - The existing unit is increasingly difficult to maintain is beyond the expected life. The Trackless is needed for sweeping, snow removal, and mowing in difficult areas such as walkways and road sides. The new Trackless can use the attachments the DPW has for the old unit. The cost is \$142,000, plus \$7000 for a sander attachment. This replacement is the second equipment priority.
- Large 2013 International Workstar Truck - One of the large trucks used for plowing and other hauling needs is out of service and not repairable. A used dump body truck can be purchased for \$72,000. Sanding and plow equipment can be transferred. This replacement is the third equipment priority.
- Mower - A mower on a hydraulic reach arm is needed to mow roadside banks. It will be operated by the DPW, but shared with the Municipal Light department and they will share the cost. The best option is a mower attachment for the 2016 Cat front end loader at a total price of \$71,000. Other options, such as a separate tractor/mower are twice as expensive and do not have adequate reach. This equipment need is the fourth priority.
- Truck Wash Station - A wash station to clean trucks after salting will be built by DPW. It will not require a substantial capital investment and is removed from the DPW capital requests.

- The total cost for the DPW FY21 capital requests is \$374,000

The DPW Director left the meeting.

The Fire Chief, Tom Welch, joined the meeting:

The operating budget was discussed:

- Salaries have increased 25% over the last two years, including the proposed FY21 expense budget. New personnel have been approved by the Select Board, including an administrative assistant and Fire/Ambulance personnel to ensure a minimum staffing of 4 on weekdays. Staffing drops to 2 on weekends, but new Fire personnel additions have been approved to reach 3 teams of 3 for improved coverage. The additional personnel are required because of the continuing decline in call-out Firefighters.
- Ambulance Receipts - Ambulance receipts have increased with the increase in available personnel. They are now back above \$400,000 annually. This income is reserved for ambulance purchase and to offset ambulance personnel costs.

The Fire capital budget was discussed:

- Forestry Truck - The only FY21 capital request is a Forestry Truck at a cost of \$130,000. The existing forestry equipment (2 vehicles) is very old, difficult to maintain, and unsafe. The tanker has been retired for these reasons. The Chief stated that this new truck is required to ensure easy access and timely response to these fires. The Town Administrator is in discussion with the DCR to determine if some of the cost for this truck can be covered by the state. The DCR currently provides no equipment or training to their personnel.
- The Chief provided 8 years of fire data, which was reviewed. The Fire department on average responds to 8 brush fires per year, 2 of these support for other towns and 2 of these on DCR land. The majority of these fires are very small and sometimes put out before the department arrives. Building fires also average 8 per year, 6 of these support for other towns. Major building fires in town remained 1 over 4 years.
- Fire Building Renovations - The building renovations will proceed on a schedule to avoid triggering mandated upgrades. This means limiting spending to \$150,000 each 3 years. The department is currently using a \$150,000 state grant to plan (engineering study \$50,000), abate asbestos, and renovate the living areas. An elevator waiver was successfully obtained. The next renovations will be more abatement and the second floor rest rooms to add a common shower. At the end of the 3 year period, the department will request another \$150,000 to continue with other renovations.
- Air Compressor - This compressor has been removed from the capital request list because a FEMA grant was received and the compressor has been purchased and installed.

The Fire Chief left the meeting.

There is a software use conflict for the next scheduled meeting of Fincom on April 22. A new date will be set. The Town Meeting date is likely to be changed and the meeting date with the Select Board is also uncertain.

The meeting was adjourned at 8:46 pm.

Pete Murphy Secretary Fincom and CIB