

**Town of West Boylston  
Finance/CIB Committee  
Meeting of May 14, 2020**

An online meeting of Fincom and CIB was convened at 6:35 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, and Pete Murphy. Jaime Desanti and Jim Marinelli were absent. Select Board member Chris Rucho also participated.

The minutes for the meeting on April 13 were approved 6-0, as moved by Chris Berglund and seconded by Mary Foley.

The future meeting schedule was discussed. The following online meetings were scheduled:

- Tuesday, May 19 at 6:30 pm, a meeting of Fincom and CIB to finalize the capital decisions for town meeting.
- Wednesday, May 20 at 6 pm, a joint meeting with the Select Board to review the town meeting warrant articles.
- Tuesday, May 26 at 6:30 pm, a meeting to review any remaining items for town meeting.

The town meeting is planned for June 8 at 7 pm at the high school. A pre-meeting is planned for the cafeteria at 6:30 pm.

Town meeting FY21 capital requests were reviewed:

- The schools have made no capital requests for FY21 at this town meeting. There is a capital plan for future expense.
- The Fire Department brush truck need was discussed. The request is for \$140,000. Pete Murphy moved and Mary Foley seconded a motion to take no opinion on this request for this town meeting. Due to the current negotiation by the Town Administrator for financial support from the DCR, and the Covid delay in town meeting, consideration of this request should be delayed until the fall town meeting. The motion was approved by CIB 6-0.
- The Fire Department has an FY22 capital request for a Forestry Replacement for \$350,000. A previous plan listed a replacement Ladder Truck for \$1,000,000. Clarification is needed.
- The Library has no capital requests for FY21 at this town meeting. A rubber roof replacement is expected at a future town meeting once it is reviewed by the town maintenance manager.
- The DPW has five FY21 capital requests for this town meeting.
  - New Backhoe \$132,000 - The first priority - CIB inspection confirmed the condition of the current 1999 backhoe is poor and at least \$15,000 of immediate repairs and upgrades are now required. There was agreement that this replacement is needed. Ray Bricault moved, Bill Fay seconded, to endorse this capital expense at town meeting. The motion was approved by CIB 6-0.

- New Trackless MT7 \$149,000 - The second priority - The discussion about this replacement was not supportive at this time. More information will be requested from the DPW to better understand the urgency of this replacement.
- Used Truck \$80,000 - This is the third priority - There was no support in CIB for this request. The current truck has been out of service for more than a year and DPW has managed without it. This seemed to be more of an opportunity for a good deal on a used truck.
- Priorities 4 and 5 are a new tractor with a brush cutter \$130,000, or a brush cutter attachment for the current Cat tractor \$72,000. The new tractor was not considered since it was twice the cost and could not provide the brush cutting reach of the Cat attachment. DPW has proposed that this cost be shared with the Light Department and CIB decided to obtain more information from both the Light Department and DPW.

The Library Green Communities HVAC control proposal by Guardian was abandoned and replaced by a new vendor with a \$27,000 proposal for insulation, building sealing, and controls. The proposal was submitted by the May 1 deadline. A complete HVAC system engineering review is still required and is being investigated.

FY 20 budget has a current snow and ice deficit of \$84,000, much lower than usual. The Fuel budget has a surplus of \$52,000, also unexpected and may be partially due to reduced plowing.

The FY 20 town revenue has been reduced by \$38,000 due to an expected drop in receipts due to the Covid shutdown.

The Police and Teachers Unions have accepted the health contract for FY21. There is significant uncertainty of the school staffing structure next year to adjust to the Covid concerns.

Town Meeting warrant articles other than the standard articles are:

- Parks - \$14,000 for an aerator.
- Cemetery survey of land by Tivnan Drive.
- Regional Mosquito Control membership for \$46,000. \$34,500 may be covered by a pending grant application.
- Wage and Classification changes for town employees.

The Fincom Town Asset list is near completion. Fire Department turnout gear was discussed and will be shown on the asset list as 25 units at \$2500 each, with a 10 year life.

The next online meeting on Tuesday, May 19 will be to finalize the capital requests.

The meeting was adjourned at 7:55 pm.

Pete Murphy  
Secretary Fincom and CIB

