

**Town of West Boylston
Finance and CIB Committee
Meeting of April 30, 2019**

A joint meeting of Fincom and CIB was convened at 7:05 pm in meeting room 127 at town hall. Attending were Chris Berglund, Paul Bohannon, Ray Bricault, and Pete Murphy. Jaime Desanti, Bill Fay, and James Marinelli were absent.

The minutes of meeting for April 24 for Fincom and CIB were approved, as amended 4-0.

The draft warrant articles were discussed:

- Article 8: Sewer Enterprise Budget: Fincom passed over this article until more information is available.
 - The information received continues to be confusing. The trial balance income and expense numbers could not be reconciled. Chris Berglund will investigate with the Town Accountant.
 - Disclosure of the Sewer rate increases was discussed. These increases (8% for each of the next 5 years) have not been explained at Town Meeting. Since the sewers are a separate enterprise, Town Meeting does not get to approve the rate increases, but they do approve the budget, and the rate increases need to be explained as part of that approval request. Ray Bricault will ask the acting Town Administrator to include this information in the article presentation.
- Article 1: Town Reports: Ray Bricault moved and Chris Berglund seconded to present no report to Town Meeting by either Fincom or CIB. The motion was approved 4-0 by Fincom and 4-0 by CIB.
- Article 2: Authorization to borrow: Chris Berglund moved and Ray Bricault seconded a motion to endorse this article. The motion was approved 4-0 by Fincom.
- Article 3: Highway Funds: Ray Bricault moved and Chris Berglund seconded a motion to endorse this article. The motion was approved 4-0 by Fincom.
- Article 4: Personnel Bylaw Update: Chris Berglund moved and Ray Bricault seconded a motion to offer no opinion on this article. The motion was approved 4-0 by Fincom.
- Article 5: Compensation of Officials: Chris Berglund moved and Ray Bricault seconded a motion to offer no opinion on this article. The motion was approved 4-0 by Fincom.
- Article 6: Budget Transfers: Fincom passed over this article until the information is available.
- Article 7: Bills from Previous Years: Fincom passed over this article until the information is available. There are no known bills at present.
- Article 9: FY2020 Budget: Chris Berglund moved and Paul Bohannon seconded a motion to endorse this article. The motion was approved 4-0 by

Fincom. The budget was reviewed extensively by Fincom in previous meetings, and all questions were resolved.

- Article 10: Capital Expense: The requested expenditures are to be funded from the Capital Investment Fund.
 - Paul Bohnson moved and Chris Berglund seconded a motion to **not** endorse the requested purchase of a forestry utility truck. The motion was approved 4-0 by CIB and 4-0 by Fincom. The Fire Chief will be asked to prepare a fire response plan without this truck.
 - Paul Bohnson moved and Chris Berglund seconded a motion to endorse the purchase 3 stainless steel dump bodies. The motion was approved 4-0 by CIB and 4-0 Fincom.
- Article 11: Fire Truck Equipment: Pete Murphy moved and Paul Bohnson seconded a motion to re-endorse this article using funds from the existing debt exclusion. The motion was approved 4-0 by Fincom and 4-0 by CIB.
- Article 12: DPW Salt Equipment: Paul Bohnson moved and Ray Bricault seconded a motion to re-endorse the purchase of salt spreader speed controls for the DPW plow truck using available free cash. The motion was approved 4-0 by Fincom.
- Article 13: Assessor Department Software: Chris Berglund moved and Paul Bohnson seconded a motion to endorse this article. The motion was approved 4-0 by Fincom.
- Article 14: Tax Exemption Eligibility: Ray Bricault moved and Chris Berglund seconded a motion to endorse this article. The motion was approved 4-0 by Fincom.
- Article 15: Unemployment Trust: This expense occurred due to payouts in excess of those expected. Ray Bricault moved and Chris Berglund seconded a motion to endorse this article. The motion was approved 4-0 by Fincom.
- Article 16: Re-appropriate Borrowed Funds: Ray Bricault moved and Paul Bohnson seconded a motion to endorse this article. The motion was approved 4-0 by Fincom.
- Article 17: Elderly Community Services: Chris Berglund moved and Ray Bricault seconded a motion to endorse this article. The motion was approved 4-0 by Fincom.
- Article 18: Revolving Funds: Chris Berglund moved and Ray Bricault seconded a motion to endorse this article. The motion was approved 4-0 by Fincom.
- Article 19: CPC Community Funds: Chris Berglund moved and Paul Bohnson seconded a motion to endorse this article. The motion was approved 4-0 by Fincom.
- Article 20: Cemetery Mower: Fincom passed over this article until more information is available.
- Article 21: OPEB Retirement Medical Expense: Chris Berglund moved and Paul Bohnson seconded a motion to endorse this article. The motion was approved 4-0 by Fincom.

- Article 22: Stabilization Fund: Ray Bricault moved and Pete Murphy seconded a motion to endorse this article for any addition up to \$50,000. The motion was approved 4-0 by Fincom.
- Article 23: CIF Capital Fund: Ray Bricault moved and Paul Bohannon seconded a motion to endorse this article for any addition. The motion was approved 4-0 by Fincom and 4-0 by CIB.
- Article 24: Sidewalk Easement: Chris Berglund moved and Ray Bricault seconded a motion to offer no opinion on this article. The motion was approved 4-0 by Fincom.
- Article 25 and 26: Marijuana Ban: This voter proposed article was discussed. There was concern that it will reduce revenue and expose the town to potential liability, due to agreements already in place. It could also harm the town image as a reliable partner to a commercial deal. There have been two town meeting votes on this issue, both of which approved the sale. Ray Bricault moved and Paul Bohannon seconded a motion to oppose both articles. The motion was approved 4-0 by Fincom.

The CIB capital plan and forecast chart needs an update:

- The need for a town building plan by the FISP was discussed. This potential plan will be included in the next FISP meeting agenda.
- The need for a facilities manager was discussed. The Board of Selectmen have taken no action on this issue. Ray Bricault will raise it with the Selectmen.
- The capital plan will be incomplete until input can be obtained from a new Town Administrator and DPW Director. A first draft will be prepared, recognizing this limitation.

The meeting adjourned at 8:30 pm.

The next meeting of Fincom and CIB will be on Tuesday, May 7.

Pete Murphy
Secretary Fincom and CIB