

**Town of West Boylston  
Finance/CIB Committee  
Meeting of September 11, 2023**

A meeting of Fincom and CIB was convened at 6:00 pm in the conference room at town hall. Attending Fincom and CIB members were Cliona Archambeault, Chris Berglund, Jason Brockway, Ray Bricault, Mary Foley, and Pete Murphy. Town Administrator Jennifer Warren-Dyment, attended the meeting. Also in attendance were Rich Mars, School Superintendent; Jim Pedone, representing the Parks and Recreation committee; Select Board member Chris Pedone; and Kevin Duffy, DPW Superintendent.

Ray Bricault moved to approve the minutes of August 14 and Jason Brockway seconded. All voted in favor 6-0.

Four capital requests have been made for the October town meeting. Capital requests are usually routinely considered at the May town meeting, unless there is a special urgency. Each of these requests is considered urgent.

- Parks/DPW - Tractor with mowing and chemical application system - \$50,270
- Parks - Tree removal - \$26,305
- Schools - Reupholster high school auditorium seats - \$58,350
- Schools - Purchase a replacement van - \$36,000

Schools Auditorium seats - Mass Corrections provides a variety of services to schools in the Commonwealth. They have bid \$58,350 to remove, reupholster, and reinstall 425 seats from the high school auditorium. This is well below any commercial cost and can be accepted without bidding. This work has long been needed and will facilitate modifying the seat pattern to comply with ADA.

School Van - The schools have three vans that are in continuous use for student and team transportation. The three vans were purchased in 2015. One was replaced last year due to an accident. The other two are over 150,000 miles and a replacement plan is needed. The schools want to replace one van this year and one next year, and begin a periodic five year replacement plan.

Parks/DPW Tractor - The current tractor is a 1985 Ford. It has current steering repair and replacement tire maintenance needs. The tractor is old and unable to provide the lawn and field chemical applications that the Parks department now needs. A new tractor is currently available and will be needed in the spring before the May town meeting. The tractor is \$37,000, a state bid list price, with the wider mower deck and chemical applicators the balance of the cost.

Parks Trees - 21 tall red pine trees are dead and must be removed for safety.

The schools were asked about providing input to the five year capital plan. They agree to meet with CIB members and discuss their needs. ADA compliance with the sidewalks was mentioned as a current priority.

The DPW also agreed to meet with CIB members to improve their capital plan.

The guests left the meeting following these discussions.

CIB and Fincom members were identified to meet with the departments. These meetings will include input from the new Facilities Manager:

- Public Safety - Mary Foley
- DPW - Jason Brockway
- Library - Pete Murphy
- Schools - Ray Bricault and Chris Berglund
- Town Hall and digital - Cliona Archambeault

Cliona Archambeault moved to endorse the Parks tree removal, the Parks/DPW tractor purchase, and the Schools auditorium seat repair, all funded by raise and appropriate. Mary Foley seconded the motion, and after a brief discussion, the motion was approved by a vote of 6-0. The Schools van request was not considered urgent for the fall town meeting and will be reconsidered for the May town meeting.

The draft town meeting warrant is not yet available. October 2 is the expected posting date.

The next meeting of Fincom/CIB will follow attendance at the joint Select Board meeting on Wednesday, September 27.

The meeting adjourned at 7:45 pm as moved by Ray Bricault and seconded by Chris Berglund.

Pete Murphy  
Secretary, Fincom and CIB