

**Town of West Boylston
Finance/CIB Committee
Meeting of October 10, 2023**

A Zoom meeting of Fincom and CIB was convened at 6:00 pm. 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.

Chris Berglund read the State regulation authorizing Zoom meetings for Town committees.

Ray Bricault made a motion to approve the minutes of meeting for September 11 and 27. Jason Brockway seconded and the vote to approve was 6-0 in a rollcall.

The October Town Meeting Warrant articles were reviewed:

Article 1: Report to the Town - Fincom/CIB will offer a report in May. Chris Berglund moved, Ray Bricault seconded a motion to pass over this article. A rollcall vote approved the motion 6-0 for Fincom and 6-0 for CIB.

Article 2: Bills from a prior fiscal year - Three bills from prior years are being reviewed for payment. Action is still uncertain and will be clarified this week before town meeting. Pete Murphy moved and Ray Bricault seconded a motion to pass over this article. A rollcall vote approved the motion 6-0 for Fincom.

Article 3: Budget Transfers - Two transfers are required; Library salaries \$10,000 and Town Accountant \$16,700. Both have been discussed previously by Fincom. Ray Bricault moved and Pete Murphy seconded a motion to endorse this article. A rollcall vote approved the motion 6-0 for Fincom.

Article 4: Capital Expenditures - Three proposed capital expenditures, auditorium seats, DPW tractor, and tree removal were previously endorsed by CIB and Fincom using raise and appropriate funding. The Town Administrator has now proposed funding the auditorium seats and the DPW tractor from the CIF. Ray Bricault moved and Pete Murphy seconded a motion to endorse this article with CIF funds for the auditorium seating and the DPW tractor. A rollcall vote approved the motion 6-0 for CIB and 6-0 for Fincom.

Article 5: Transfer Funds to CIF - The Town Administrator has proposed a transfer of \$110,000 from free cash to the CIF. Mary Foley moved and Ray Bricault seconded a motion to endorse this article. A rollcall vote approved the motion 6-0 for CIB and 6-0 for Fincom.

The meeting was disrupted by unauthorized participants known as a Zoom bomb. The meeting had to be closed, and after several trials, reconvened. Cliona Archambeault and Pete Murphy were unable to return to the meeting.

Article 6: Transfer Funds to OPEB Trust - The amount of the transfer will be determined by the Town Administrator from available free cash. Mary Foley moved and Ray Bricault seconded a motion to endorse this article. A rollcall vote approved the motion 4-0 for Fincom.

Article 7: Appropriate Community Preservation project funding - This is a standard funding transfer to community housing of \$25,000. Jason Brockway moved and Mary Foley seconded a motion to endorse this article. A rollcall vote approved the motion 4-0 for Fincom.

Article 8: Appropriate Community Preservation revenues - This will cover increased administrative expense, \$9,250. Mary Foley moved and Ray Bricault seconded a motion to endorse this article. A rollcall vote approved the motion 4-0 for Fincom.

Article 9: Appropriate funds to reduce FY24 tax rate - This a routine transfer from the tax levy fund. Ray Bricault moved and Mary Foley seconded a motion to endorse this article. A rollcall vote approved the motion 4-0 for Fincom.

Article 10: Accept Nuha Circle as a public way - Planning Board approval is still required. Ray Bricault moved and Jason Brockway seconded a motion to endorse this article, subject to Planning Board approval. A rollcall vote approved the motion 4-0 for Fincom.

Article 11: Accept MGL CHAPTER 39, SECTION 23D - Not a financial matter. Mary Foley moved and Jason Brockway seconded a motion to take no opinion on this article. A rollcall vote approved the motion 4-0 for Fincom.

Article 12: Authorization to amend the general bylaws on compensation - Ray Bricault moved and Jason Brockway seconded a motion to endorse this article. A rollcall vote approved the motion 4-0 for Fincom.

Cliona Archambeault was able to rejoin the meeting.

Article 13: Authorization to amend the general bylaws on vacation - Ray Bricault moved and Jason Brockway seconded a motion to endorse this article. A rollcall vote approved the motion 5-0 for Fincom.

Article 14: Authorization to amend the general bylaws on wire transfers - Clarification was provided by the Town Administrator that the portion of this Article that relates to the authority of the Treasurer to invest funds remains unchanged until such time as the Board of Selectman updates the investment policy to clarify the limits, structure and processes to be followed. Ray Bricault moved and Mary Foley seconded a motion to endorse this article. A rollcall vote approved the motion 5-0 for Fincom.

The Town Administrator reported that the DPW director has resigned and Butch Jackson is acting again in a temporary capacity as DPW Director.

Ray Bricault inquired of the Town Administrator as to when the FISP would begin scheduling meetings to address capital needs. None is currently scheduled but the Town Administrator is in favor of beginning as soon as is possible after the fall town meeting

The next meeting will be a Zoom meeting and posted for Monday October 16, 6:00 pm, prior to town meeting

A motion to adjourn at 7:25 pm was made by Ray Bricault and seconded by Mary Foley. All voted in favor in a roll call vote 5-0 for Fincom and 5-0 for CIB.

Pete Murphy
Secretary, Fincom and CIB