

**Town of West Boylston
Finance and CIB Committee
Meeting of April 9, 2018**

A meeting of Fincom and CIB was convened at 7:00 pm in meeting room 120 at town hall. Attending were Chris Berglund, Paul Bohannon, Ray Bricault, Jaime Desanti, Pavel Loven, James Marinelli, and Pete Murphy. Absent was Bill Fay.

The minutes of meeting for April 3, 2018 were approved 5-0.

The FY2019 town budget that is in preparation was reviewed with the Town Administrator.

The Revenue Budget:

- New growth tax revenue estimates, totaling \$225,000 from new construction, have been included. This number is expected to rise with further review of the likely assessments.
- Tax abatements have been included at \$144,000. This number should decline with further review.
- Senior Center debt payments of \$149,000 are based only on the initial approved spending. Borrowing for construction will take place after construction is underway and will be reflected in the FY2020 budget. Grant funding letters are now being prepared.
- Local receipts in the draft budget are at 90% of the last actuals.
- \$219,000 of FY2018 free cash is being carried over to FY2019.
- Ambulance receipts seemed high to the committee. The Town Administrator will provide additional information on this estimate.
- The cable (PEG) receipts are a pass-through covering cable expenses. This is required by new State law.
- Total operating revenue is set at \$24,507,828. This does not include \$30,000 of revenue set aside for possible special articles on salary adjustments and the ZBA.

The Operating Budget:

- Fincom expressed their opinion that further decline in the Fincom Reserve, currently at \$32,000, would be unwise.
- The budget includes the costs for a new staff position of Facilities Manager. The cost will be shared equally with the schools. The manager will be responsible for the maintenance and improvement of all town buildings. For this fiscal year, the maintenance expenses will remain in the department budgets, but some change is anticipated once the manager is on the job and these budgets and spending can be reviewed.
- The Police and Fire budgets have been increased by 9%. Union contracts are in negotiation and these budgets have been set high.
- The Cemetery budget has been increased by 23%. There is now a cemetery union and wage increases are anticipated, including higher pay for overtime.

- All other budget items are similar to last year with no surprises.

The Town Administrator said the budget process would continue with few changes expected. The budget warrant article and other warrant articles will be presented at the Selectmen's meeting at the end of the month.

The Town Administrator mentioned that future budgets will have to address OPEB (Other Post Employment Benefits) trust contributions. Unless the town acts to account for these costs, it will begin to affect the bond rating and borrowing cost.

The Library budget of \$413,305 was reviewed. The Library was represented by Anna Shaw, Director; Janet Bricault, Trustee; and Mary Ellen Cocks, Trustee.

- The budget meets State minimums and no waiver will be required for this fiscal year.
- The book budget does not meet State minimums by \$4,000 and will result in the loss of state aid. \$2,000 can be covered by funds from the Friends of the Beaman Library, but another \$2,000 is needed. The State aid is used to pay budget overruns each year, usually the utility bills at year end, and building repairs.
- Holy Cross Conference Center has committed to pay \$12,000 each year for the next 5 years to fund additional opening hours. This money is not shown in the budget.
- The Library building is now 20 years old since the renovation. \$10,000 does not cover the many building maintenance costs. This will be an issue for the new facilities manager.
- The rubber roof on a portion of the building will be replaced in the 2020 capital budget for a cost of \$40,000.

The Fincom will meet with the Fire Department on Wednesday, April 11 at 7 pm in town hall.

The Affordable Housing Committee wants to be meet with Fincom on May 2 to present a plan that will confirm the State requirement of 10% affordable housing, 40B, has been met.

The meeting was adjourned at 8:38pm.

Pete Murphy
Secretary
Fincom & CIB