

**Town of West Boylston
Finance Committee
Meeting of October 6, 2016**

A meeting of Fincom was convened at 7:05 pm in the town hall meeting room. Attending were Chris Berglund, Ray Bricault, Jaime Desanti, Pavel Loven, and Pete Murphy. Absent were Paul Bohanson, James Bedard, Pat Bryant, Bill Fay, and James Marinelli. A meeting of CIB was not convened due to the lack of a quorum. Pavel Loven will become a member of CIB at the October town meeting.

The minutes of meeting from September 28, 2016 were approved.

The Town Administrator, Anita Scheipers, presented the town meeting warrant and discussed the articles. Free cash is \$598,000, but has not been certified. \$235,000 will be reserved for the FY18 budget. There is approximately \$50,000 in grant repayments that will be added to free cash when they are received.

- Article 2 – Police Station – Seven bids were received with the lowest 1% higher than the estimate. All of the bids are clustered together. The cost being used at town meeting will be the highest potential cost plus the inclusion of four adders. The actual cost should come down once the project is awarded. Pete Murphy moved to endorse article 2, second by Pavel Loven, with a vote to approve of 4-0. A vote of CIB is still needed.
- Article 4 - DPW Loader – Funding is proposed from free cash. The committee pointed out that our practice has been to reserve free cash until the spring town meeting due to the unpredictability of the snow removal costs. Funding should be from the capital investment account. Ray Bricault moved to endorse article 4 with funding from the capital investment account, second by Pavel Loven, with a vote to approve of 4-0. A vote of CIB is still needed.
- Article 3:
 - a. Special Housing Consultant – The affordable housing consultant has been used annually at a cost of \$25,000, but the funds continue to come from the CPC. The committee will request that the Town Administrator make this annual cost a part of the operating budget. Chris Berglund moved to endorse article 3a, second by Ray Bricault, with a vote to approve of 4-0.
 - b. Field Fencing – Fencing seems to be a continuing CPC request. The committee will ask Parks and Recreation Department about the fencing plan to learn why there are these multiple requests. The current request is for \$10,799. Chris Berglund moved to endorse article 3b, second by Ray Bricault, with a vote to approve of 4-0.
 - c. Open Space Land – The need to purchase land near the Holden border was questioned. A call was placed to the Chair of the Open Space committee. The Open Space committee consider this land a priority purchase and fully endorse this article. They are aware that this purchase will deplete all of the available open space funds, \$145,251,

plus require \$27,249 from the undesignated CPC fund. This land apparently connects with other open space and preserves the view of a high ridge line. There are believed to be only 2 buildable lots on this land. As a result of this information, Ray Bricault moved to state at town meeting that the article 3c land purchase is an appropriate use of the funds, second by Pete Murphy, with a vote to approve of 4-0. A vote of CIB is also required.

- Article 5 – Fire Department - The Fire Department article has 3 parts for hoses, turnout gear, and a pump. Even though the total is more than the CIB \$20,000 minimum (\$25,000), these are consumables, not capital. Therefore, they will be funded through Raise and Appropriate. Ray Bricault moved to endorse, second by Pete Murphy, with a vote to approve of 4-0. A vote of CIB is also required.
- Article 6 – Fire Chief Salary – The fire chief salary was not negotiated in time for the budget and must be adjusted by \$7,000. This will be funded through Raise and Appropriate. Ray Bricault moved to endorse, second by Pavel Loven, with a vote to approve of 4-0.
- Article 7 – Police Training – The \$72,000 cost is regular time plus overtime for all training hours. The assumption is that all training will occur on overtime. Therefore, this is the maximum potential cost. The training is required for regionalization. This will be funded through Raise and Appropriate. Ray Bricault moved to endorse, second by Chris Berglund, with a vote to approve of 4-0.
- Article 8 – Budget adjustments are required totaling \$83,785. These include election expenses unanticipated of \$6,385, health insurance premium increases of \$25,000, and \$45,000 for communication purchased services, which is the cost of participation in regionalization. These will be financed through Raise and Appropriate. Ray Bricault moved to endorse, second by Chris Berglund, with a vote to approve of 4-0.
- Article 9 – Bills from a previous year – There are none. Pass over.
- Article 10 – Transfer Cemetery Funds from Lot Sale to Purchased Equipment - \$18,000 is needed to purchase a new commercial grade lawn mower. This mower seems expensive but the committee was told that this is a reasonable cost for this equipment. Chris Berglund moved to endorse, second by Ray Bricault, with a vote to approve of 3-0-1.
- Article 11 – Stabilization Fund – No contributions are made at the fall town meeting. Pass over.
- Article 12 – Capital Investment Fund - No contributions are made at the fall town meeting. Pass over.
- Article 13 – WBPA TV Employee Bylaw – No opinion, but in the best interest of the town. Ray Bricault moved no opinion, second by Pete Murphy, with a vote to approve of 4-0.
- Article 14 – Wage and Salary Schedule FY17 - Ray Bricault moved no opinion, second by Chris Berglund, with a vote to approve of 4-0.

- Article 15 – Appointed Town Clerk - Ray Bricault moved no opinion, second by Pavel Loven, with a vote to approve of 4-0.
- Article 16 – Alternate Members for Fincom - Ray Bricault moved to endorse, second by Chris Berglund, with a vote to approve of 4-0.
- Article 17 – DPW Director Position - Ray Bricault moved no opinion, second by Chris Berglund, with a vote to approve of 4-0.
- Article 18 – Bylaw Amendment (Connected to Article 17) - Ray Bricault moved no opinion, second by Chris Berglund with a vote to approve of 4-0.

The next meeting will be Monday, October 17 at 6:30pm at the High School before the town meeting.

The meeting was adjourned at 9:10 pm.

Pete Murphy
Secretary
Fincom & CIB