



**TOWN OF BOXBOROUGH
NOTICE OF PUBLIC MEETING
Meeting Minutes**

BOARD/COMMITTEE: Finance Committee
MEETING DATE: January 9, 2021
TIME: 8:30am
PLACE: Zoom Meeting Room
Boxborough, MA

Members Present:

Becky Neville
Gary Kushner
Keith Lyons
Ling Chen
Sachin Mathur
Diana Lipari

Members Absent:

Other Attendees:

Jennifer Barrett
Ryan Ferrara
Warren Ryder
Paul Fillebrown
Nick Federico
Rajon Hudson
Bob Stemple
John Markiewicz
Maria Neyland
Wes Fowlks
Les Fox
Cindy Markowitz
Nathan Bowolick
Ed Kukkula
Susan Bak

Gary called meeting to order at 8:30am

Expense Saturday:

- Meeting Outline – Ryan covered the planned agenda for the meeting.

- John presented over the last twenty years how areas of expense budget has changed. John presented only town operating budgets. We asked about Revenues. Discussion agreed to have a follow-up with Chief Ryder
- Jennifer reviewed the annual overview of how the town generates revenue. Estimated new growth in 2022 is 257,550. Levy limit, levy ceiling and other numbers were shared within the presentation.
- Nick covered Tax payments by Fiscal years FY18-FY21
- Ryan discussed current state of abatements.
 - Office Parks taxes generate most revenue.
 - Defined what abatements are.
 - Commercial properties can take a sales or income/rental approach to taxes. If space is not rented, property owners can seek abatements.
 - 21.2% of towns FY21 CIP, significantly higher than comparable communities. CIP has been in decline since FY14
 - Average Office Building vacancy rate is 50%
 - Covered good and bad news for potential future abatements. 200, 300, 500 Beaver Brook, the Cisco Campus, is for sale. Sale could be an 840k impact to residential taxes. There is a company in due diligence on purchasing the property.
- Chief Ryder presented Police, Dispatch and Animal Control
 - Regional animal control - \$620 increase due to personnel plan. Expense costs shared with Littleton and Stow.
 - Expense increases of \$360 and \$750
 - Dispatch
 - Salary increase and Expense increase overview provided
 - Crisis situation – Staffing issue. Wages are 10-17% below comparative communities. If we are unable to fill position, we run risk of losing 911 Services. Alternatives are one of the other dispatchers or an uncertified Police officer. OT would be a concern in these situations
 - Recommendation is to increase wages for all dispatchers
 - Police
 - Salary up 1.14% (15.3k)
 - Expenses up 9% (18.8k)
 - Request to elevate one patrol person to a fourth Sargent. Discussed around this request being a warrant article.
 - Diana inquired about the number and usages of vehicle fleet
 - Fire
 - Paul covered Salaries
 - Plan to reintroduce Safer Grant for 3 additional fire fighters
 - Alternative is to increase to two EMT/fire for weekends
 - Expenses increase 10.56% (\$14,360) due to electricity, Bldg services, vehicle maintenance, fire software subscription, fire mobile comms, fire uniform and dues
 - Diana inquired about the variances in uniform costs over the past few years.

Gary moved to adjourn at 12:05pm, Ling seconded. 6-0 in favor; Neville-aye, Lyons-aye, Chen-aye, Kushner-aye, Mathur-aye, Lipari-aye

Respectfully submitted,
Keith Lyons