



**TOWN OF BOXBOROUGH  
NOTICE OF PUBLIC MEETING  
Boxborough, MA 01719**

BOARD/COMMITTEE: Boxborough Finance Committee

DATE: Tuesday, January 18, 2022

TIME: 6:30PM

PLACE: hybrid (remote and Town Hall 29 Middle Road, Boxborough, MA)

In attendance: Gary Kushner (~7PM) , Becky Neville, Priya Sundaram (virtual), Maria Neyland, Sachin Mathur and Keshava Srivastava (virtual)

Missing: none

Other: Kirby (LittletonTV); Cindy Markowitz; Jason Malinowski; Les Fox; John Markiewicz; Dennis Reip; Melissa MacGillvray; Brett Pelley; Shawn Gray; Paul Fillebrown; Carter Terenzini; Megan Connor

Meeting called to order by the Chair at 6:37 PM via in person and zoom (hybrid)

Citizen's concerns – none

Minutes for January 11

Votes for STM article was 3-3, Gary's vote corrected to yes

Maria moved and Sachin seconded as amended

Priya-aye, Gary-aye, Sachin-aye, Becky-aye, Maria-aye, Keshava-aye

Approved 6-0

Last year's collective bargaining not placed correctly for police and fire

Gary left meeting at 6:43

Tb filled in here

Gary back at 7:01

Fire dept budget



Heating budget up 1860; other expenses up \$310 and uniforms down \$3550

Adding a new EMT/FF at ATM

Staff discussion and looking to add an additional EMT/FF at next ATM.

Call volumes increased over the years. Mutual aid from Boxborough to other towns and other towns to Boxborough. shifts with 3 EMT/FF work, but still many shifts with 2 EMT/FF's. plan to go to ATM for Safer for 2 EMT/FF assuming TA and SelectBoard recommends. The federal recommendation is that if 2 EMT/FF go into a fire then there is back up of 2 EMT/FFs.

Discussion on comparing town's population vs number of full time EMT/FF. every town is different. Stow is looking to add 4 additional FF and does not cover 495. Harvard does not have an ambulance.

If an ambulance goes to Emerson hospital then no coverage in town for an hour and a half. Had 3 instances over the last month where multiple calls during same time period. Discussion on the Per Diem and the on-call budgets that have

Overall budget is tight and might have to revote the budget.

Gary moved \$1,158,176 and Keshava seconded for Fire department salary

Priya-aye, Gary-aye, Sachin-aye, Becky-aye, Maria-aye, Keshava-aye

Approved 6-0

Gary Moved \$148,990 and Maria seconded for fire department other

Priya-aye, Gary-aye, Sachin-aye, Becky-aye, Maria-aye, Keshava-aye

Approved 6-0

171 – Dennis Reip - conservation

Gary Moved \$1600 other and Priya seconded

Priya-aye, Gary-aye, Sachin-aye, Becky-aye, Maria-aye, Keshava-aye

Approved 6-0

Dennis discussed the \$10,000 for the conservation trust fund from CPC. Seeking approval by FinCom and to move to consent agenda. Gary provided his reasoning why he pushed back over the years. Land in chapter 61 and being offered to Town last week (January 11). 95 Sargent road of about 20 acres with frontage on Littlefield road. Listed as high value in last review of open space plan.

### **STM discussion**

Water resources by Les Fox for article 4

Phase 1 eval including historical review (21E) for quality and quantity of the water and then the financing model.

Then consider acquisition via CPA funds and grants. Consider eminent domain if required.



Assessed value (\$75,000) and appraised value (\$275,000)

Is there a backup parcel being discussed and why save the CPA funds. If want to use CPA funds then need to wait to ATM. Dennis Reip provided some updates from the CPC. Verbal commitment from DOT (salt remediation program) to do the drilling. Requesting \$75,000. After acquisition there are some thoughts by Les. Then would seek ATM funds to purchase property. There is \$20,000 previously approved at 2021 ATM article. ARPA discussion is Monday night at SB meeting on January 24.

Move to warrant (6 articles)

Article 1 prior year bills, recommendation approved

Article 2, reserve fund increase for \$50,000

Article 3, operating budget supplement revised from previously reviewed version.

Appropriation request to \$15,000. Step discussion, but the Personnel plan had step 11.

Hoping for in-house person applies. 19.5 hours for both positions. Question raised that the

asst tax collector/treasurer and not carried in the personnel plan. Plan is to create a full

position at ATM via personnel plan. Discussion on adding the words "administrative assistant"

in the office of the treasurer/collector...". For recreation commission same words "department assistant"

The FinCom supports the need for these two positions.

Gary moved and Sachin seconded \$15,000

Priya-aye, Gary-aye, Sachin-aye, Becky-aye, Maria-aye, Keshava-aye

Approved 6-0

Article 4 previously approved

Article 5 water

Gary moved \$75,000 and seconded by Keshava

Priya-aye, Gary-aye, Sachin-aye, Becky-aye, Maria-aye, Keshava-aye

Approved 6-0

Article 6 for recruitment expenses

Gary moved \$12,500 and seconded by Maria

Priya-aye, Gary-aye, Sachin-aye, Becky-aye, Maria-aye, Keshava-aye

Approved 6-0

Planning board budget (175)



The planning board is planning on taking their salary  
Gary moved \$5,480 salary and seconded by Maria  
Priya-aye, Gary-aye, Sachin-aye, Becky-aye, Maria-aye, Keshava-aye  
Approved 6-0

Maria moved 5,425 and Gary seconded  
Priya-aye, Gary-aye, Sachin-aye, Becky-aye, Maria-aye, Keshava-aye  
Approved 6-0

Next meeting is 6:30PM

Maria moved to adjourn and seconded by Sachin  
Priya-aye, Gary-aye, Sachin-aye, Becky-aye, Maria-aye, Keshava-aye  
Approved 6-0  
At 9:28PM



**New treasurer:** Cynthia Petrillo [cpetrillo@boxborough-ma.gov](mailto:cpetrillo@boxborough-ma.gov)

## **Liaison updates**

SB –

EDC – Campanelli project

Planning board –

BLF –

BBC – meeting on January 19

Personnel board –

RecCom –

Housing –

AB regional building committee – meeting on January 12

Regional school meeting – budget review and Boxborough's share was cut.

CPC – public hearing , no change to rental program

CoA– Maria attended meeting; concern being priced out of town (taxes). Lunches are back to remote.

Water resources–

Sustainability–

Correspondence –

Becky reviewed the upcoming agendas

January 11 to start at 6:30 in open meeting then executive session and then back to the meeting, send any questions to Sachin on DPW who will then send to Ed  
Capital Saturday will be either February 5 or 12



Gary did send to Sachin his recommended updates for the OPEB policy

Maria Neyland moved to adjourn and Sachin Mathur seconded,  
Priya-aye, Sachin-aye, Gary-aye, Maria-aye, Keshava-aye, Becky-aye  
Approved 6-0

Adjourned at 9:43PM

Exhibits used:

Minutes for January 4, 2022

Budget for FY2023

STM proposed warrant

RecCom revolving fund history

Next meetings:

January 11

January 18

January 25

February

February

February

February

March

March

March

March

RFT tracker

Item	description	Amount	Start at	comments
			\$150,000	
HVAC at museum		\$6,700	\$143,300	
Acc't Consultant & Training		\$39,820	\$103,480	
T/C consulting		\$5,000	\$98,480	
Hager well	Nov 30 2021	\$26000	\$72,480	
Treasurer /consultant	Dec 7 2021	\$10,500	\$61,980	



Hager maintenance	Dec 7 2021	\$3,500	\$58,480	
Tax collector consulting	Jan 11 2022	\$15,200	\$42,280	

Budget tracker

Budget #	Salary/other	Title	Voted \$	vote	date
114	Salary	Moderator	\$		
114	Other		\$		
119	Salary	Town constable	\$		
119	other		\$		
122	Salary	Select Board	\$		
122	Other		\$		
123	Salary	Town Administrator	\$		
123	Other		\$		
131	Salary	Finance Committee	\$		
131	Other		\$		
135	Salary	Town Accountant	\$		
135	Other		\$		
141	Salary	Town Assessor	\$		
141	Other		\$		
145	Salary	Treasurer Collector	\$		
145	Other		\$		
151	Salary	Legal	\$		
151	Other		\$		
152	Salary	Personnel Board	\$		
152	Other		\$		
156	Salary	Technology	\$		
156	Other		\$		
161	Salary	Town Clerk	\$		
161	Other		\$		
162	Salary	Elections and registration	\$		
162	Other		\$		
171	Other	Conservation Comm	\$1600	6-0	1/18/22
174	Salary	Town Planner	\$		
174	Other		\$		



175	Salary	Planning Board	\$		
175	Other		\$		
176	Salary	ZBA	\$		
176	Other		\$		
179	Salary	AG Comm	\$		
179	Other		\$		
182	Salary	Economic Develop.	\$		
182	Other		\$		
192	Salary	Town Hall	\$		
192	Other		\$		
196	Salary	Facilities	\$		
196	Other		\$		
199	Salary	Sustainability Com.	\$		
199	Other		\$		
210	Salary	Police	\$		
210	Other		\$		
215	Salary	Dispatch	\$		
215	Other		\$		
220	Salary	Fire	\$1158176	6-0	1/18/22
220	Other		\$148990	6-0	1/18/22
241	Salary	Building inspector	\$		
241	Other		\$		
292	Salary	ACO	\$		
292	Other		\$		
299	Salary	Field Driver	\$		
299	Other		\$		
300	Salary	School committee	\$		
300	Other		\$		
310	Other	Minuteman	\$		
311	Other	Assabet	\$		
312	Other	Nashoba	\$		
320	Other	ABRSD	\$		
422	Salary	DPW	\$626,621	6-0	1/11/22
422	Other		\$130,496	6-0	1/11/22
423	Salary	Snow & Ice	\$66,880	6-0	1/11/22
423	Other		\$139,710	6-0	1/11/22
424	Other	Street Lighting	\$3,000	6-0	1/11/22
425	Other	Hager Well	\$61,280	6-0	1/11/22
429	Other	Fuel	\$110,105	6-0	1/11/22
431	other	Hazardous Waste	\$10,000	6-0	1/11/22





433	Other	Transfer station	\$132,900	6-0	1/11/22
491	Salary	Cemetery	\$		
491	Other		\$		
505	Salary	Animal Inspector	\$		
505	Other		\$		
511	Salary	Board of Health	\$		
511	Other		\$		
529	Salary	Community service	\$		
529	Other		\$		
541	Salary	COA	\$		
541	Other		\$		
543	Salary	Veterans	\$		
543	Other		\$		
610	Salary	Library	\$		
610	Other		\$		
630	Salary	Rec Comm	\$42,418	6-0	1/11/22
630	Other		\$11,900	6-0	1/11/22
670	Salary	Steel Farm	\$		
670	Other		\$		
691	Salary	Historical comm	\$		
691	Other		\$		
692	Salary	Public Celebrations	\$		
692	Other		\$		
699	Salary	AB cultural council	\$		
699	Other		\$		
710	Other	Retirement of LT debt	\$		
751	Other	Debt interest	\$		
830	Other	County retirement Assessment	\$		
912	Other	Other insurance	\$		
915	Other	Employee benefits	\$		
132	Other	Reserve fund	\$		