



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

BOARD/COMMITTEE: Boxborough Finance Committee

DATE: Tuesday February 2, 2021

TIME: 7:30 PM

PLACE:

Per Governor Baker's Emergency Order suspending certain provisions of Open Meeting Law dated March 12, 2020, the Finance Committee Meeting will be held through a Zoom session only. Click on the link to join, or dial in by phone. Details are below.

Agenda:

Minutes

Select Board updates

RFT

Elected official salaries – updating of policy

Planning Board – split into 2 budgets

FinCom report

Budgets using v3 with updated salary increases

Committee meetings: CPC , Recreation, ABRS (first pass out), BBC, planning, ZBA, conservation, library, etc.

Other-

In attendance: Becky Neville, Sachin Mathur, Diana Lipari, Gary Kushner

Missing: Keith Lyons, Ling Chen

Non-members: Maria Neyland, Jennifer Barrett

Call meeting to order at 7:46 with recording

No minutes were available

No Select Board meeting this week

Gary is looking for the rubric on salaries for elected officials. Planning board does want their salaries. Select Board does not want their salaries. Gary to check with school committee. Board of Health to be checked by Becky, library trustees does not want their salary.



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The FinCom agreed to split (3-0 and 1 abstention) out the Town Planner and planning board budgets after long discussion of pros and cons. Jennifer walked through the changes. Discussion on \$5000 for consulting regarding \$\$ and whether it should be under planner or board and agreement on leaving with the planning board.
Becky-aye, Sachin-aye, Diana- aye, Gary-aye

Planner budget

Becky moved town planner salary of \$73,720 and seconded by Diana, approved 4-0
Becky-aye, Sachin-aye, Diana- aye, Gary-aye
Becky moved town planner expense of \$3,875 and Diana seconded, approved 3-1
Becky-no, Sachin-aye, Diana- aye, Gary-aye

Planning board budget

Becky moved \$5,075 planning board salary and seconded by Diana, approved 4-0
Becky-aye, Sachin-aye, Diana- aye, Gary-aye
Becky moved \$5,425 planning board expense, Diana seconded, approved 3-1
Long discussion regarding the consulting request with pros and cons discussed. There is a strong belief by some that the Planning board will require the consulting item to aid with new tenant at 1414 Massachusetts Avenue and the water protections involved. There was a strong belief by others that the planning board has not used consulting funds in the last couple of years and question the dollar amount and prefer a lower amount.
Becky-no, Sachin-aye, Diana- aye, Gary-aye

Reviewed the school budget from the January 27 meeting, Boxborough share increase currently at 5.97% with assessment supposed to be 5.88. Gary reported that he was not allowed to speak at the meeting. This was the first pass review of the level services budget. This budget includes \$150,000 from capital stabilization.

Vocational budgets reviewed/discussed by Jennifer, school applications due in March with planning on current enrollment plus 2 in Minuteman (most expensive of three schools).

Questions raised by Jennifer:

- Annual technology article and should it be moved into budget. Would be in the technology budget. Roadmap exists and will discuss at capital Saturday. Jennifer will send Gary the roadmap. We do have backup to the cloud.
- Extra cleaning at library. A memo was created by librarian, but not shared with FinCom. The library is being cleaned 4 days a week, but paid by library maintenance budget. \$580 per month for 1 day extra. New cleaning company with savings of \$3000. New total \$27,000 per year. Gary asked whether we are close to the point of hiring a full



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time cleaner, but when cleaner is out then cleaning does not get done. This is a budget item to be watched in the near future.

Budget 122, Select Board

There is no salary this year

Becky moved expense of \$2,615 and Diana seconded and after discussion, approved 4-0

Becky-aye, Sachin-aye, Diana- aye, Gary-aye

Budget 123 Town administrator

Becky moved salary of \$214,010 and seconded by Diana, approved 4-0

Discussion regarding Ryan leaving Boxborough and new TA being hired. We do not know if search process has started. ATA will have worked 9 months and is allowed to receive step increase. The job descriptions are posted on the Town website to answer a question asked during the meeting.

Becky-aye, Sachin-aye, Diana- aye, Gary-aye

Becky moved Expense of \$5,330 and seconded by Diana, approved 4-0

Becky-aye, Sachin-aye, Diana- aye, Gary-aye

Adjourned to EXECUTIVE SESSION (~9:39PM) to be convened under MGL Ch 30A, sec. 21(a) purpose (3): To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares;

The Committee did not return to open session.

Next meetings (could be cancelled if not needed):

February 6 – capital Saturday at 8:30

February 8 – Select Board discussing assistant tax collector/treasurer

February 9

February 10/11 – AB budget hearing (not FinCom meeting)

February 16 – at 6PM prior to BLF

February 23

March 2

March 9 – recommendations due

March 15 – Joint Select Board/FinCom meeting (funding sources)

March 23 – FinCom report due for warrant

March 30

exhibits to be used:



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Budget v3

Planning board request for consulting: Follow up on Request for Professional Consulting

School Committee minutes for January 21

School committee packet for February 4