



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

BOARD/COMMITTEE: Boxborough Finance Committee

DATE: Tuesday, February 22, 2022

TIME: 6:30PM

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

In attendance: Gary Kushner, Becky Neville, Maria Neyland, Sachin Mathur, Priya Sundaram (virtual), Keshava Srivastava (virtual) joined at 6:52

Missing: none

Other: Kirby (LittletonTV); Rob (Littleton TV) ; Susan Bak

Meeting called to order by the Chair at 6:31 PM via in person and zoom (hybrid)

Roll call vote: Gary -present; Sachin-present; Becky-present; Maria-present; Priya -present

Citizen's concerns – none

Minutes for February 15, 2022 were reviewed moved by Maria and Seconded by Sachin

Correct time to be 6:30

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

Approved 5-0

Next meeting on March 1 will be zoom only. Too difficult to move entire configuration from STM the night before

Budgets:

ABRSD

The school committee voted \$13,257,674 on February 17

Sachin asked about the director of the DEI position at about \$75,000 plus benefits. How to measure effectiveness.

Gary to resend questions to school committee from Sachin as second follow-up



Gary and Maria tried to attend the school committee meeting, but the school committee did not allow the participants to enter by zoom.

Gary moved \$13,257,674 and Maria seconded
Sachin-aye, Maria-aye, Gary-aye, Priya-aye, Becky-aye
Approved 5-0

Minuteman

2 freshman and 2 sophomores in the school. No out of district students.
\$164,230 to be planned
Add additional person
Gary moved \$164,230 and Maria seconded
Sachin-aye, Maria-aye, Gary-aye, Priya-aye, Keshava-aye, Becky-aye
Approved 6-0

Assabet

1 student at Assabet for \$51,080 and will add a student as a placeholder for \$39,000 plus transportation of \$32,580 for a total of \$71,580
Gary moved \$71,580 and Maria seconded
Sachin-aye, Maria-aye, Gary-aye, Priya-aye, Keshava-aye, Becky-aye
Approved 6-0

Nashoba

Currently 4 students plus one senior leaving this CY. There will be 4 students in FY23
\$112,000 (\$38,000 for transportation plus 74,000 tuition)
Maria moved total other of \$112,000 and Gary seconded
Sachin-aye, Maria-aye, Gary-aye, Priya-aye, Keshava-aye, Becky-aye
Approved 6-0

Do not have the technology budget from the TA. The budget does include guardian support

Board of Health

Changes to nursing, mosquito spraying, agent services at \$53,279
Salaries
Moved \$600 salaries by Maria and seconded by Sachin
Sachin-aye, Maria-aye, Gary-abstain, Priya-aye, Keshava-aye, Becky-aye
Approved 5-0-1



Maria moved \$52,679 other and Priya seconded
Sachin-aye, Maria-aye, Gary-abstain, Priya-aye, Keshava-aye, Becky-aye
Approved 5-0-1

Police budget cruiser change from \$55,000 to \$53,590
Gary moved \$209,395 total other and Priya seconded
Sachin-aye, Maria-aye, Gary-aye, Priya-aye, Keshava-aye, Becky-aye
Approved 6-0

Becky will send out v6
The TA will approach the previous Town accountant as a consultant to fix the model

Budget policy review

Gary modified the policy to include a definition of recurring costs and a paragraph documenting recurring expenses.

Gary moved that we approved the budget policy as amended and seconded by Maria

As a reminder, the budget can be amended at ATM

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

Approved 6-0

ATM articles

The FinCom members should start writing their recommendations

There will be a special CPC meeting to discuss Sargent road.

Becky will send out the potential warrant articles with who will write the recommendations

Will ask Planning board rep to attend a FinCom meeting regarding zoning recodification and solar bylaw



Liaison updates

SB –

EDC –

Planning board – request to take down the hotel and develop.

BLF –

BBC –

Personnel board –

RecCom –

Library –

Housing –

AB regional building committee – no meeting

Regional school meeting – budget approved and cannot go higher

CPC –

CoA–

Water resources– meeting held and warrant article available with funds to come from CPC.

Sustainability–

ConsCom –

Board of Health –

Historical commission -

Correspondence – none

STM meeting is Monday the 28th



Next meeting at 6:30PM at Boxborough Host prior to STM followed by FinCom meeting on March 1 at 6:30 via zoom only

Gary moved to adjourn and Maria seconded,
Sachin-aye, Maria-aye, Gary-aye, Priya-aye, Keshava-aye, Becky-aye
Approved 6-0
Adjourned at 8:00PM

Exhibits used:
Minutes for February 22, 2022
Budget for FY2023
Budgeting policy

New treasurer: Cynthia Petrillo cpetrillo@boxborough-ma.gov

Next meetings:

February 28 STM
March 1
March 8
March 15
March 22

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	
Assessor	Feb 15 2022	\$3,743	\$38,537	



Budget worksheet FY23

Budget #	Salary/other	Title	Voted \$	vote	date
114	Salary	Moderator	\$100	6-0	1/25/22
114	Other	Moderator	\$80	6-0	1/25/22
119	Other	Town constable	\$160	5-0-1	1/25/22
123	Salary	Executive Offices	\$302,870	6-0	2/8/22
123	Other	Executive Offices	\$21,745	6-0	2/8/22
131	Other	Finance Committee	\$385	6-0	1/25/22
135	Salary	Town Accountant	\$96,447	6-0	2/8/22
135	Other	Town Accountant	\$43,600	6-0	2/8/22
141	Salary	Town Assessor	\$106,887	6-0	2/8/22
141	Other	Town Assessor	\$21,220	6-0	2/8/22
145	Salary	Treasurer Collector	\$108,402	6-0	2/1/22 2/8/22
145	Other	Treasurer Collector	\$28,700	6-0	2/1/22 2/8/22
151	Other	Legal	\$103,400	6-0	1/11/22
152	Other	Personnel Board	\$345	6-0	12/21/21
156	Salary	Technology	\$		
156	Other	Technology	\$		
161	Salary	Town Clerk	\$93,655	6-0	2/8/22
161	Other	Town Clerk	\$2,664	6-0	2/8/22
162	Salary	Elections and registration	\$11,204	5-0-1	2/1/22
162	Other	Elections and registration	\$8,360	5-0-1	2/1/22
171	Other	Conservation Comm	\$1600	6-0	1/18/22
174	Salary	Land Use and Permitting	\$242,378	6-0	2/8/22
174	Other	Land Use and Permitting	\$17,000	6-0	2/8/22
175	Salary	Planning Board	\$		
175	Other	Planning Board	\$		
176	Salary	ZBA	\$1,304	6-0	1/25/22
176	Other	ZBA	\$635	6-0	1/25/22
179	Other	AG Comm	\$200	4-0-2	1/25/22
182	Other	Economic Develop.	\$		
192	Other	Town Hall	\$51,240	6-0	2/8/22
196	Other	Facilities	\$63,775	6-0	2/15/22



199	Other	Sustainability Com	\$950	6-0	2/15/22
210	Salary	Police	\$1,389,481	6-0	1/25/22
210	Other	Police	\$209,395	6-0	1/25/22 2/22/22
215	Salary	Dispatch	\$393,949	6-0	1/25/22
215	Other	Dispatch	\$58,768	6-0	1/25/22 2/1/22
220	Salary	Fire	\$1,158,176	6-0	1/18/22
220	Other	Fire	\$148,990	6-0	1/18/22
241	Salary	Building inspector	\$		
241	Other	Building Inspector	\$		
292	Salary	ACO	\$18,061	6-0	1/25/22
292	Other	ACO	\$5,495	6-0	1/25/22
299	Salary	Field Driver	\$		
299	Other	Field Driver	\$		
300	Salary	School committee	\$1600	6-0	2/8/22
310	Other	Minuteman	\$164,230	6-0	2/22/22
311	Other	Assabet	\$71,580	6-0	2/22/22
312	Other	Nashoba	\$112,000	6-0	2/22/22
320	Other	ABRSD	\$13,257,674	5-0	2/22/22
422	Salary	DPW	\$626,621	6-0	1/11/22
422	Other	DPW	\$130,496	6-0	1/11/22
423	Salary	Snow & Ice	\$66,880	6-0	1/11/22
423	Other	Snow & Ice	\$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	\$5,000	6-0	2/15/22
491	Other	Cemetery	\$500	6-0	2/15/22
505	Salary	Animal Inspector	\$1,015	6-0	2/15/22
511	Salary	Board of Health	\$600	5-0-1	2/22/22
511	Other	Board of Health	\$52,679	5-0-1	2/22/22
529	Salary	Community service	\$52,095	6-0	1/11/22
529	Other	Community service	\$8,005	6-0	1/11/22
541	Salary	COA	\$74,486	6-0	2/8/22
541	Other	COA	\$9,240	6-0	2/8/22
543	Salary	Veterans	\$0		



543	Other	Veterans	\$35,999	6-0	2/15/22
610	Salary	Library	\$276,462	6-0	1/25/22
610	Other	Library	\$164,750	6-0	1/25/22
630	Salary	Rec Comm	\$52,298	6-0	1/11/22
				6-0	2/15/22
630	Other	Rec Comm	\$11,900,	6-0	1/11/22
670	Other	Steele Farm	\$2,000	6-0	1/25/22
691	Other	Historical comm	\$6,073	6-0	2/15/22
692	Other	Public Celebrations	\$1,500	6-0	2/15/22
699	Other	AB cultural council	\$1,400	6-0	2/15/22
710	Other	Retirement of LT debt	\$		
751	Other	Debt interest	\$		
830	Other	County retirement Assessment	\$		
912	Other	Other insurance	\$214,013	6-0	2/15/22
915	Other	Employee benefits	\$		
132	Other	Reserve fund	\$150,000	6-0	1/25/22