



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

BOARD/COMMITTEE: Boxborough Finance Committee

DATE: Tuesday, March 22, 2022

TIME: 6:30PM

PLACE: hybrid (Grange Hall and Zoom)

In attendance: Becky Neville, Maria Neyland, Gary Kushner, Sachin Mathur, Keshava Srivastava (joined at 6:42)

Missing: Priya Sundaram,

Other: Kirby (LittletonTV); Rob (Littleton TV); Rita Grossman; Tom Bieber; Larry Grossman; Jeffrey Glidden; John Markiewicz; Diana Lipari; Jennifer Campbell; Owen Neville, Meredith Houghton, Wes Fowlks, David Koonce. Becky Harris, Liz Markiewicz, Lisa St. Amand, Les Fox, Brigid Bieber,

Meeting called to order by the Chair at 6:30PM

Becky Neville- Present, Maria Neyland- Present, Gary Kushner- Present, Sachin Mathur- Present

Citizen's concerns – none

Minutes for March 15, 2022 were reviewed and moved by Maria Neyland and seconded by Sachin Mathur

Gary-aye, Maria-aye, Sachin-abstain, Becky-aye

Approved 3-0-1

Fire department RFT for septic system repair of the pipe leading from building to the septic tank and a new pump for \$4,758.68

Maria Neyland moved \$4,758.68 for fire department and Sachin seconded

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

Approved 4-0

Presentation by the Conservation Trust regarding Sargent road for conservation as presented by Lisa St. Amand. 2 pieces of property of 20.52 acres and .83 acres. 20 years since significant conservation purchase. In forestry management for chapter 61. A notice of intent submitted



and valid offer for \$1.25M requires TM approval after 90 days of proper submittal. 2 notices have been submitted (including one sent by the SB week of March 15), but are deficient as it included contingencies. If proper notice is not received by ATM then the article will be pulled. 2 articles with one for CPC funding and the second for bonding. Why for conservation? Would connect to 5 Miles of walking trails which is good for nature conservancy. 26 parcels were on the conservation commission prime list.

If valid notice then 120 days to provide right of refusal.

Total cost would be \$1.25M + \$50,000 for costs

To date received revenues of

\$400,000 from CPA

\$100,000 from BCTrust

\$100,000 from fundraising

Or

\$600,000 total

Land grant program for up to \$400,000 to be applied prior to July 2022 but Town cannot have already purchased the land. Could have the Sudbury valley trust group purchase the property from chapter 61.

Borrow \$675,000 including bonding costs.

\$41.39 per year for avg tax bill assuming 4% and 15 years and if get the land grant then \$19.85 in first year.

If develop 5 houses then (potentially up to 8 houses) some impact to the school or Town resources.

26 prime properties were identified in 2015, but 8 lots were sold. 1 obtained via tax taking. No funds from CPC have been spent on open space acquisition to date.

Wes Fowlks called the Select Board to order

Jennifer Campbell-present, John Markiewicz -present Les Fox -present Diana Lipari -present

Wes Fowlks-present

Reviewed the purchase of the Sargent road article. Thank you to Lisa and team regarding a valuable presentation.

Maria moved to recommend \$400,000 from CPC and Sachin seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-aye, Sachin Mathur-aye, Becky Neville-aye

Approved 5-0

The Select Board discussed the CPC article. Wes talked about the ability for the Town to keep debt at a level area.

John moved and Diana seconded

Jennifer Campbell-aye, John Markiewicz-aye, Diana Lipari-aye, Les Fox-aye, Wes Fowlks-aye



Approved 5-0

Maria moved to approve bonding for \$675,000 for Sargent road and Sachin seconded
Keshava-aye, Gary-aye, Maria-aye, Sachin-aye, Becky-aye
Approved 5-0

SB, Diana Moved and John Markiewicz seconded
Jennifer Campbell-aye, John Markiewicz-aye, Diana Lipari-aye, Les Fox-aye, Wes Fowlks-aye
Approved 5-0

Both FinCom and SelectBoard thanked Lisa, Becky Harris, Tom, Rita and the team for their hard work on this article

Article 1, call election voted by FinCom
Jennifer Campbell-aye, John Markiewicz-aye, Diana Lipari-aye, Les Fox-aye, Wes Fowlks-aye
Approved 5-0

Article 2 receive reports voted by FinCom
Jennifer Campbell-aye, John Markiewicz-aye, Diana Lipari-aye, Les Fox-aye, Wes Fowlks-aye
Approved 5-0

Article 3, set salaries, voted by FinCom, Jennifer moved and Diana seconded
Jennifer Campbell-aye, John Markiewicz-aye, Diana Lipari-aye, Les Fox-aye, Wes Fowlks-no
Approved 4-1

Article 4, personnel plan not available; FinCom will vote next week

Article 5, budget not yet available; missing benefits, interest principle and interest and

Article 6, contracts

Article 7, addition to hire staff if not SAFER grant
The SB is not aware of this article and will discuss at next meeting
The FinCom did discuss.
Sachin asked about assessing the impact to the fire department with the addition of the 2 additional EMT/FF
Gary moved and Keshava seconded
Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-no, Sachin Mathur-no, Becky Neville-yes
Passed 3-2
Will raise and appropriate



Article 8, associate planner for \$31,000 at 19.5 hours per week
Maria asked if the Town will have to rent/purchase additional space for COA and outreach?
When reach out for space (community center from Church) via RFP to ask if there is additional office space. Town planner and building inspector's offices together has been discussed for a number of years. No plans to move anyone out at this time. Town hall office staff has not changed much in the last 20 years. Would help to write grants.

Maria moved \$31,000 for associate planner and Gary seconded
Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-no, Sachin Mathur-aye, Becky Neville-nay
Approved 3-2

SB
Will review at the next meeting

Article 9 Town hall staffing, should it pass the appropriate budgets will be increased
A, increase 19 to 19.5 hours
workers comp and insurance are costs not benefits
\$2,205 total increase
Gary moved \$2,205 and Sachin seconded
Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-no, Sachin Mathur-yes, Becky Neville-no
Approved 3-2

B, additional floating hours
\$3,841
Give assistants a number of hours to cover for department head.
Gary Moved \$3,841 for floating hours and Sachin seconded
Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-no, Sachin Mathur-yes, Becky Neville-no
Approved 3-2

Reviewed funding sources
Cable funds will change from cable funds and free cash

The Select Board supported the FinCom recommendations on funding sources
Jennifer Campbell and Becky Neville are the owners of the documents



Gary will add in the impact to the taxpayer for Raise and appropriate and bonding

The Select Board adjourned as moved by Diana Lipari and Jennifer Campbell seconded Wes Fowlks-aye, Les Fox -aye, Diana Lipari, Jennifer Campbell aye, John Markiewicz-aye SB adjourned at 9PM

C, Upgrade positions for \$5,207

Maria Moved \$5,207 for upgrading of positions and Sachin seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes
Approved 5-0

Article 10, planning MS4 stormwater construction and post construction
Wait/defer to March 29 FinCom meeting

Article 11, Planning: open space and recreation plan
ARPA???
\$10,000
Wait/defer to March 29 FinCom meeting

Article 12, zoning bylaw recodification
No money, but need to approve
The zoning bylaw will be on Town website and not in the warrant.
Maria Moved to recommend recodification bylaw and Gary Seconded
Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes
Approved 5-0

Article 13, acceptance of MGL fire suppression for new construction or upgrades
Substantially rehabilitated. Boarding houses and apartments.
Gary moved fire suppression and Maria Seconded,



Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 14, police/fire coverage

Defer for now

Article 15, cable services for \$97,225

Gary moved \$97,225 for cable services and Maria seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 16, opeb voted

Article 17, revolving funds

Gary moved and Maria seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 18, Taylor Farm road acceptance

Gary Moved to accept the road and Maria Seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 19, gift of land

Gary moved with great thanks and Maria seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes



Approved 5-0

Article 20, chapter 90

Maria Moved and gary seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 21, community preservation

Maria moved to accept the CPC reserves and report and Gary seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 22, housing rental for \$38,050

Maria moved the CPC article and gary seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 23, recreation for open space for \$10,000

Gary moved \$10,000 for conservation trust and Maria seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 24, cemetery

Maria moved \$9,500 and Gary seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0



Article 27, building improvements for fire detection

Maria moved \$30,000 for fire department and Gary seconded

The existing system is over 20 years old

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 28, cisterns

Gary moved and Maria Seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 29, tender

\$20,000 for a new tender

Gary moved \$20,000 towards the grant and Maria seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 30, dumpster

Maria moved \$10,000 for dumpster and Gary seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Article 31, road paving for \$300,900

Maria moved DPW paving and TNC revenues and Gary seconded

Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 4-0

Article 32, Steele farm painting

The Steele farm team will be meeting on the 30th

Gary moved \$5,000 for painting



Keshava Srivastava-aye, Gary Kushner-no, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes
Approved 4-1

Article 33, to amend article 11 under June 22, 2020 ATM warrant to hire water consultant
Maria moved water resource article for \$20,000

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes
Approved 5-0

Article 34, PFAS

One member believes that ARPA funds appropriated should cover the remediation

Gary moved \$25,000 for pfas remediation at town hall and Keshava seconded

The Hager well is not impacted by PFAS

There is an existing solution for PFAS

The funds should come from ARPA funds appropriated for TH

Keshava moved and Maria seconded

Keshava Srivastava-aye, Gary Kushner-no, Maria Neyland-no, Sachin Mathur-no, Becky Neville-no

Not Approved 1-4

Article 35, solar bylaw

Language not yet available, defer

Article 36, the finance bylaw

Discussion on the bylaw

The SB is in favor of the bylaw

Gary asked about bonding for the fire engine, paving and liberty fields with the treasurer leaving

Gary moved the finance bylaw and Sachin seconded

Keshava Srivastava-no, Gary Kushner-no, Maria Neyland-no, Sachin Mathur-no, Becky Neville-no



Not Approved 0-5

The accountant position is open and there was a valid candidate, but the TA is staying with the consultant.

Liaison updates

SB –

EDC –

Planning board –

BLF –

BBC –

Personnel board –

RecCom –

Library –

Housing –

AB regional building committee –

Regional school meeting –

CPC –

CoA –

Water resources –

Sustainability –

ConsCom –



Board of Health –

Historical commission -

Correspondence – none

Gary Kushner moved to adjourn and Maria Neyland seconded

Keshava Srivastava-aye, Gary Kushner-aye, Maria Neyland-yes, Sachin Mathur-yes, Becky Neville-yes

Approved 5-0

Meeting adjourned at 10:21PM

Exhibits used:

Minutes for March 15, 2022

Budget for FY2023

Proposed warrant- DRAFT

FinCom Report for warrant

Presentation by Sargent road via conservation commission

Next meetings:

March

March 29

April 5

April 12

April 19

April 26

May 3

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	
STM restoration	Feb 28 2022	\$50,000???	\$88,573	Need to validate the amount from STM
Library pump for HVAC	Mar 15 2022	\$6,000	\$82,537	
Fire station septic repairs	Mar 22, 2022	\$4,758.68		

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	\$16,745	5-0	2/8/22 3/1/22
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	\$78,400	5-0	1/11/22 3/1/22
152	Other	Personnel Board	\$345	6-0	12/21/21
156	Salary	Technology	\$7,500	5-0	3/1/22
156	Other	Technology	\$251,775	5-0-3/1/22	
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	\$11,204	5-0-1	2/1/22



		registration			
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	\$5,913	5-0	3/1/22
175	Other	Planning Board	\$5,425	5-0	3/1/22
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.	\$3750	6-0	12/21/21
192	Other	Town Hall	\$54,240	5-0	2/8/22 3/1/22
196	Other	Facilities	\$63,775	6-0	2/15/22
199	Other	Sustainability Com	\$950	6-0	2/15/22
210	Salary	Police	\$1,395,537	5-0	1/25/22 3/15/22
210	Other	Police	\$210,805	5-0	1/25/22 2/22/22 3/1/22
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
292	Salary	ACO	\$18,061	6-0	1/25/22
292	Other	ACO	\$5,495	6-0	1/25/22
299	Salary	Field Driver	\$0	N/A	N/A
299	Other	Field Driver	\$0	N/A	N/A
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	\$74,370	5-0	2/22/22 3/15/22
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	\$168,350	6-0	1/11/22 3/8/22
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	N/A	N/A
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 6-0	1/11/22 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	\$7,373	6-0	2/15/22 3/8/22
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