



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

BOARD/COMMITTEE: Boxborough Finance Committee

DATE: Tuesday, April 5, 2022

TIME: 6:30PM

PLACE: hybrid (Grange Hall and Zoom)

In attendance: Becky Neville, Maria Neyland, Gary Kushner, Keshava Srivastava, Priya Sundaram

Missing: Sachin Mathur

Other: Kirby Dolak and Rob (Littleton TV); John Markiewicz, Susan Bak, Owen Neville

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

Becky Neville- Present, Priya Sundaram - present , Maria Neyland- Present, Gary Kushner- Present, Keshava Srivastava-present

Citizen's concerns – none

Minutes for March 29, 2022 were reviewed and moved by Priya and seconded by Maria Priya-aye, Keshava-aye, Gary-aye, Maria-aye, Becky-aye  
Approved 5-0

RFT for police department for \$12,000 for water pump (\$2065), water in the cells (\$1004.83) and heater (\$4845) for 001-210-5241-0000. No insurance was received, but not sure if the Town applied. Gary asked that the sum equal the required amount of \$7,914.83 and the amount will be reduced from \$12,000 to \$7,914.83.

Maria moved \$7,914.83 and Gary seconded.

Becky to check with the Town regarding insurance.

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

Approved 5-0

The DPW requested and RFT for \$5,200 for the Hager well water softener (\$830) and timer.

Gary asked if we know how much is left in the Hager well account. There is \$3,717.59 left in the budget. Asked for more clarification. Will revisit in 2 weeks.



Discussion on the budget and should we ask the department heads for a review of their budgets and to determine if there can be cuts. Questioning if ATM will try to cut budgets at ATM. Hearing that there will be an effort to remove the police cruiser. Gary asked about using additional free cash above \$600,000. Asking if Fire Dept per diem can be cut if additional EMT/FF is hired in January. Maria would like to ask the department heads to take another look at their budgets. Suggested taking a look at the landscaping budget. Maria suggested \$750,000 in free cash.

The Town Planner (Simon) gave his notice. The FinCom haven't seen an RFT for the consultants. Interviews for some positions have an interviews, but have not hired. Keshava/Maria asked about holding RFT's. discussion on ARPA usages, but SB decision.

Gary Moved \$750,000 and Maria seconded.  
Priya provided an alternate view of future budgets.  
Priya-no, Keshava-nay, Gary-yes, Maria -aye, Becky-no  
Failed 1-4

Becky moved and Priya seconded \$600,000  
Priya-aye, Keshava-aye, Gary-aye, Maria-aye, Becky-aye  
Approved 5-0

Gary asked about creating the motion and making sure that all the revenue sources are included.

Gary will read the recommendation at ATM for the FinCom bylaw.

Walked through the FinCom presentation from FY22 and made changes. Slide 3, discussion on Town accountant with minimal help from TH.

Becky will talk to the Assessor regarding abatements, personal property and 1414 assessment.

Gary will update some of the slides and Sachin will update some

### **Liaison updates**

SB – did not provide a recommendation on article 5. Seeking worksheets, but they do not exist. One SelectBoard member pushed back on request to have the Town Accountant review the budget. Becky created a timeline based on formal recommendations/requests to the TA. Correspondence from Steve Ballard received.



EDC –

Planning board –

BLF –

BBC –

Personnel board –

RecCom –

Library –

Housing –

AB regional building committee –

Regional school meeting – Gary reported that the school committee met three times to approve the same budget. There were issues with the wording. The bottom line is that the school budget did not change.

CPC –

CoA –

Water resources –

Sustainability –

ConsCom –

Board of Health –

Historical commission -

Correspondence – none

Maria moved to adjourn to executive session for discussion in regards to collective bargaining which would be detrimental if in open session and Gary seconded



Priya-aye, Keshava-aye, Gary-aye, Maria-aye, Becky-aye  
Approved 5-0 and adjourned at 8:12PM

Exhibits used:

Minutes for March 29, 2022

Budget for FY2023

warrant

FinCom Report for warrant

FinCom presentation

Next meetings:

April 12 – no meeting, Priya and Gary attending AB band/chorus/orchestra concert in Worcester

April 19

April 26

May 3



RFT tracker

Item	description	Amount	Start at \$150,000	comments
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		
Police dept water pump				

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	<del>2/8/22</del> 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	<del>1/11/22</del> 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 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	\$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	<del>2/8/22</del> 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	<del>1/25/22</del> 3/15/22
210	Other	Police	\$210,805	5-0	<del>1/25/22</del> <del>2/22/22</del> 3/1/22
215	Salary	Dispatch	\$393,949	6-0	1/25/22
215	Other	Dispatch	\$58,768	6-0	<del>1/25/22</del> 2/1/22
220	Salary	Fire	\$1,158,176	6-0	1/18/22
220	Other	Fire	\$147,720	6-0	<del>1/18/22</del> 3/29/22
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	\$98,000	5-0	2/22/22 3/15/22 3/29/22
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 3/29/22
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	\$1,065,000	6-0	3/29/22
751	Other	Debt interest	\$229,632	6-0	3/29/22
830	Other	County retirement Assessment	\$1,218,757	6-0	3/29/22
912	Other	Other insurance	\$214,013	6-0	2/15/22
915	Other	Employee benefits	\$1,044,936	6-0	3/29/22
132	Other	Reserve fund	\$150,000	6-0	1/25/22