



**TOWN OF BOXBOROUGH
FinCom Minutes
Boxborough, MA 01719**

BOARD/COMMITTEE: Boxborough Finance Committee

DATE: Tuesday, April 18, 2023

TIME: 6:45PM

PLACE: Town Hall and zoom

In attendance: Becky Neville, Maria Neyland (chair), Tony Newton

Via zoom: Priya Sundaram, Gary Kushner, Keshava Srivastava

Missing: none

Other: Kirby Littleton TV,

Meeting called to order by the Chair at 6:45 PM

Gary-present, Keshava-present, Priya-present, Becky-present, Tony-present, Maria-present

Minutes for April 4, 2023

Becky voted no and will be updated in the minutes

They should read 4 yes and 1 no and will be updated

Moved by Becky and seconded by Tony

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

Approved 6-0

RFT for the library for heating bills for \$1,149.34. two bills for gas with provider and Sprague for their portion of the bill and National grid for the other portion. Maintenance issue with the boiler. We do not know the current status for the library budget.

Becky moved to approve and Tony seconded

Keshava-yes, Gary-no, Priya-aye, Becky-aye, Tony-aye, Maria-aye

Approved 5-1

Budget FY24 issues/updates for Police chief contract, retirement package for the police chief, technology stipend, uniforms and tuition for vocational schools (Minuteman – 2 and Nashoba –2). \$20,070 decrease in the budget. Maria will present the changes in the FinCom presentation.

Discussion on projected returns of free cash and police chief buyout.



Select Board and Finance Committee Members;

I'm writing to let you know how we paid the settlement with Chief Ryder, and what our plan is moving forward. The settlement had a number of components, as seen on the web site totaling \$135K. After required taxes, the payments are below:

His final payroll amount of \$29,412.98 was taken from the Police Chief Line Item 10000-210-51-5100-0000
The settlement amount of \$99,300 was taken from the Full Time Police Line Item 10000-210-51-5120-0000

139269.78 is the final payout. Majority coming from police chief and snow/ice and will be done via interdepartmental transfers.

Some members of the FinCom are concerned with the potential Free cash available for next year, but we have over \$1.2M. policy is to be at 5% of budget or ~1.3-1.4M

Article 5 report

Maria presented the slides and the members of the committee provided inputs. The town valuation is estimated at 5%, but will not be solid until October. Maria to talk with Adam regarding school report and student population. Gary asked about abatements and Maria will talk with assessor. CIP if available.

Committee reports:

Housing – stow road property discussed. Middlesex housing TBD.

BBC – Gary talked about the properties.

AB building committee – issues with the battery pack and the board of Health from Acton

School committee – looking to decrease classes and remove AE classes

Sustainability – Lincoln properties and should the sustainability provide an opinion

Tony presented financial dashboards as an overview

- Quarterly updates
 - Dashboard 1 - Spending
 - Dashboard 2 - Income
 - Dashboard 3 - Reserves
 - Dashboard 4 - Debts
- Quarterly review at FinCom
- Share with Town Management / Select Board / Town Web site
- Establish baselines for FY25 Budget Process



Tony will bring to Mike (TA)
New treasurer starts May 1
Interdepartmental transfers to be documented

Becky moved to adjourn and Tony seconded
Priya-aye, Gary-aye, Becky-aye, Maria-aye, Tony-aye, Keshava-aye
Approved 6-0
Adjourned at 7:58PM

Exhibits used:
FY24 Town budget
Minutes for April 4
warrant for ATM
FinCom presentation for article 5
Presentation by Tony

Next meetings:
May 2
May 8 ATM – each day
May 9
May 10
July 11
August 15

RFT tracker

Item	description	Amount	Start at \$150,000	comments
Town Administrator	increase to contract for salary, benefits	\$37,500	\$112,500	Approved at September 27 2022 meeting



DPW	Increases for DPW	\$2,500	\$110,000	Increase for Steele farm roof for \$800; fire department for \$800, Town Hall building sign repairs for \$900
Audit expense	Actuarial audit for OPEB	\$6,500	\$103,500	Approved December 20 2022
Legal	expenses	\$6,362.52	97,137.48	Approved on January 3
Legal	expenses	\$17,589.73	\$79,547.75	Approved February 7
Legal	expenses	\$6,473.70	\$73,074.05	Approved on March 14, 2023
Library	Heating expenses for gas	\$3,454.00	\$69,620.05	Approved on March 14, 2023
Legal	Legal expenses	\$11,094.88	\$58,525.17	Approved on April 4, 2023
Library	Heating bills	\$1,430.00	\$57,095.17	Approved on April 4, 2023
Library	Heating bills	1149.34		