



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

BOARD/COMMITTEE: Boxborough Finance Committee

DATE: Tuesday, April 26, 2022

TIME: 6:30PM

PLACE: hybrid (Grange Hall and Zoom)

In attendance: Becky Neville, Maria Neyland, Gary Kushner, Priya Sundaram Sachin Mathur (6:38)

Keshava Srivastava

Missing: none

Other: Rob (Littleton TV); Kirby Dolak, Susan Bak, Dennis Reip

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

Priya-present, Maria-present, Gary-present, Becky-present

Citizen's concerns – none

Minutes for April 19, 2022 were reviewed and moved by Maria and seconded by Priya

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

Approved 4-0

Invite to Dennis Reip, candidate for moderator

FinCom bylaw (article 22) will be the first article on the second night followed by Sargent Road (article 23) and then move back to the sequential order from the first night. Dennis will be the acting moderator for article 22.

Becky sent an email to Select Board and TA regarding financial issues with Town Hall. Becky then followed up with the SB on Monday April 25 including the Patriot bill for the assessor, the ABRS assessment, the police internet access was 3 months overdue and money deducted for life insurance, but not put in to the insurance. The tax bills went out incorrectly showing an overdue amount. The TA tried to state that the financial issues have been around for 7 to 8 years. The yearly audit reports have been received each year and not indicated a large issue. There are issues with the assessor's office, but not tracked by the audit. There are potential issues with the way the payroll process works. The tax issues caused by the interface



company. Need to work with bank on escrow potential issues. Becky will ask for 8 years of the audit reports. There is an indication that there are \$181,000 in back taxes since 2014. Mary Shemowat volunteered to help. Condos have not been reassessed in a number of years. New tax collector/treasurer was approved by the SB at the April 25th meeting.

Department budget review:

TH - \$7,000 (\$5000 for consulting and \$2000 for events). Sachin recommended \$5,000.

Town hall is closing on Fridays with employees working remote if they so want.

\$77,500 salary decrease for Treasurer/tax collector and increase \$3000 expenses for treasurer/collector and increase the Town Planners potential salary.

The fire chief salary contract was approved with an increase that is not covered in the current budget. The funds will have to come from the Fire department salary budget. The chief proposed a \$17,000 cut in per diem, but would recommend \$7,000.

One student was accepted into Essex vocational school.

The snow and ice budget included contract plowing for \$18,000. This was put in for Covid and cannot be removed or we cannot deficit spend. The recommendation to Ed K is to not increase Snow and Ice until we exceed the \$18,000. There is \$61,000 left in the Snow and Ice budget at this time.

There have been no RFTs for the consultants. It is unclear how the consultants are being paid.

123 for executive offices for \$7000 -reducing other to \$9,745

Maria moved 123 other reduced \$7,000 and Gary seconded

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

Approved 4-1

196 facilities reduced \$10,000 from landscaping

Gary moved 196 and Maria seconded

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

Approved 5-0

210 police other reduce \$10,500

Lt. O'Brien will be retiring in June. Plan is to hire an interim chief, but no funding. Cannot do an RFT as this is known prior to ATM.

Cut \$10,500 to \$200,305 total other

Maria moved reduce \$10,500 to \$200,305 and Gary seconded

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

Approved 5-0

220 fire salary currently cut at \$17,000, but reduce cut on per Diem to \$10,000 to \$1,148,176

Maria moved 220 total salaries reduced to \$1,148, 176 and seconded by Gary



Priya-aye, Gary-aye, Sachin-aye, Maria-aye, Becky-aye
Approved 5-0

DPW cut \$10,000 from total other to \$120,496 (multiple lines)
Maria moved 422 DPW to \$120,496 and Sachin seconded
Priya-aye, Gary-aye, Sachin-aye, Maria-aye, Becky-aye
Approved 5-0

Library total other by \$5,050 to 159,700
Maria moved 610 library other to \$159,700 and Gary seconded
Priya-aye, Gary-aye, Sachin-aye, Maria-aye, Becky-aye
Approved 5-0

Total cut of \$52,550

Presentation review

OPEB, July 2021, \$1,094,000
\$1.09M to 4.4M by 2034
Gary did ask the treasurer to be included in the next meeting with Bartholomew
The Town is still AAA rating

Discussion on the fuel budget and should we decrease by \$20,000
429 fuel to \$148,350
Gary moved a \$20,000 cut in fuel to \$148,350 and Sachin seconded
Priya-aye, Gary-aye, Sachin-aye, Maria-aye, Becky-aye
Approved 5-0

Budget is now 5.3% if all approved

Sachin will update the pie chart showing split.

Unable to determine local receipts, state aid and other for FY22, but backed into the number.

The motion was discussed and will include \$24,
And to meet the appropriation we used free cash, cable funds, state aid and chapter 70



Liaison updates

SB –

EDC – looking at grant for popup business

Planning board –

BLF –

BBC –

Personnel board – meeting cancelled due to quorum issues.

RecCom –

Library –

Housing –

AB regional building committee –

Regional school meeting –

CPC –

CoA –

Water resources –

Sustainability –

ConsCom –

Board of Health –

Historical commission –

Well being –

Correspondence –



Maria moved to adjourn and Sachin seconded
Priya-aye, Gary-aye, Maria-aye, Becky-aye, Sachin-aye
Approved 5-0 at 9:33PM

Exhibits used:

Minutes for April 19, 2022

Budget for FY2023

FinCom presentation

Next meetings:

April 27 BLF

May 3

May 9 (ATM) if needed

May 10 (ATM) if needed

May 17



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	\$3,743.00	\$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	\$6,000.00	\$82,537	
Fire station septic repairs	Mar 22, 2022	\$4,758.68	\$77,778.32	
Police dept water pump	April 5, 2022	\$7,914.83	\$69,863.49	Hager well issues led to failure at police
DPW	April 19, 2022	\$1,600.00	\$68,263.49	
Police heater	April 19, 2022	\$4,084.17	\$64,179.32	Garage heater failed