



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

BOARD/COMMITTEE: Boxborough Finance Committee

DATE: Tuesday, May 24, 2022

TIME: 7:00PM

PLACE: hybrid (Grange Hall and Zoom)

In attendance:

Becky Neville, Maria Neyland, Gary Kushner, Priya Sundaram, Sachin Mathur

Missing: Keshava Srivastava

Other: Rob (Littleton TV); Rajon Hudson, Linda Collins, William Gould, Susan Bak, Cindy Markowitz, Dennis Reip, Diana Lipari

Meeting called to order by the Chair at 7:01 PM

Maria-present, Gary-present, Becky-present, Sachin – present, Priya-present

Citizen's concerns – none

Minutes for May 10, 2022 were moved by Priya and seconded by Maria

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

Approved 4-0-1

TA Carter asked that the audit (financial mgmt. legacy), hotel abatement (not recorded) and proposed process for ATB in CY2020 be deferred.

RFT vs. inter-municipal transfer discussed. The Town owes \$62,500 for the interim treasurer/collector. The request is to transfer from the following departments:

Accountant salary - \$9,000

Finance director stipend - \$6,000

Accountant audit - \$5,000

Tech hardware - \$12,500

Building inspector salary - \$17,500

Community svc coordinator salary - \$12,500

The tech hardware was not purchased this year and unfortunately taxed for these funds. The equipment was not purchased most probably due to our tech liaison out on paid leave.



The treasurer/collector deposited approximately \$1M in checks that had not been deposited since February. Unclear to the FinCom why the consultant could not help the Town deposit the checks. Messages from the TH staff is that the consultants who were supposed to be training the staff did not happen as far as we can tell.

Priya asked that the Town communicate to the consultant for treasurer/tax collector on why checks were not deposited. Asking Rajon why bills were not paid since February for the treasurer/collector. Concern on the accounting audit which usually happens in July. The current audit line in FY22 was \$22,000 and paid \$21,338 and in FY23 \$24,000.

There are no other inter-departmental transfers planned per Rajon.

Maria Moved reluctantly \$62,500 from the above listed departments into the treasurer/tax collector consultant line item.

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

The audit was mentioned and covered by an RFT from the FinCom budget. Becky sent out information to the FinCom in mid-May. Employees have not had funds deposited into their pension/retirement funds for 300 days. Payroll issues not just police. The mgmt. letters were discussed by Maria for the last 4 years that did bring up issues, but nothing to the level that the TA brought up earlier in the year. The FinCom bylaw does allow the FinCom to hire services as read by Becky.

Payroll
Tax collection
Back taxes (~\$180,000 unpaid)

Could encumber the funds once the amount is due. Becky has a list of auditors from the state DOR.

Diana Lipari discussed the issue of the audit and required a legal opinion. She also expressed her concern that the FinCom is negative towards the town management.

Jennifer Campbell is the new chair of the Select Board

Tax bills discussed and issues with the data for February missed and the November data was inadvertently used. The issues are being worked as they arise. All cash was accurate to date. Any interest charged was corrected (backed out). Maria expressed her gratitude to Jarrod (Tax Collector) repeatedly.



Petition for the accountant discussed. Consultant is a 20 hour a week person. Maria checked the website and the job is not advertised. the TA contract expires on June 30, 2022. Will wait to the June 14 meeting, but will check with the TA on either June 8 or June 15 as both Priya and Gary will be at the school concert.

Becky sent out the final budget 12, but missing the warrant articles. Will send out the final Budget 13 when available.

Liaison updates

SB – TA search was discussed and Gary will be the FinCom rep. Diana is the clerk.

EDC – met week of May 17. Sachin asked about the ROI from the warrant article for UMASS study. Did ask for TC in TC.

Planning board – met week of May 16. Site plan approved on Mass Avenue (Sarah Way) for 6 units.

BLF – planned for June 14

BBC – no meeting

Personnel board – meeting on June 2

RecCom –

Library –

Housing – meeting on May 20. Uranium found in one development (Boxborough Meadows) for affordable housing and only one issue with their private well. The housing trust will help.

AB regional building committee – bonding was not done at 100% of expected. Based on current spend might not have to bond the additional amount or a smaller than originally expected value.

Regional school meeting – mascot chosen to be the AB revolution; The Acton ATM had a discussion on decreasing the school budget by \$2M as an amendment which failed by 60-40.

CPC –



CoA –

Water resources –

Sustainability – Flerra meadows; question on compost bins.

ConsCom –

Board of Health –

Historical commission –

Well being –

Correspondence –

Maria moved to adjourn, and Sachin seconded
Sachin-aye, Priya-aye, Gary-aye, Maria-aye, Becky-aye
Approved 5-0

Adjourned at 8:33PM

Exhibits used:

Minutes for May 10 2022

Budget for FY2023

Letter from interim TA dated May 24, 2022

Next meetings:

June 14 or June 8 or June 15

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 |