



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

BOARD/COMMITTEE: Boxborough Finance Committee

DATE: Tuesday, June 8, 2022

TIME: 7:00PM

PLACE: zoom only

In attendance: Gary Kushner, Becky Neville, Maria Neyland, Priya Sundaram, Sachin Mathur (7:02)

Missing: Keshava Srivastava

Other: Kirby Dolak, Susan Bak, Jared Aponte (treasurer/tax collector)

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

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

Jared wrote a memo describing the status of what was found upon joining the team. Assistant doing a good job. Unclear if an audit occurred when Cynthia took over and Jared did not do an audit. Asked about priorities which included benefits and payroll. Implement SW package for Harper for time/work submittal (additional cost at \$325 per employee or \$1500 for TH or \$4500 per year if approved in future year). Accruals are off. Submitting open enrollment forms. Becky requested an audit from Carter ITA when Nick left. 4 warrant articles in FY21 for bonding, but not actually bonded until April 2022 and asked if the debt service had gone into the FY22 tax rate. Assessment payments being made on time. Gary asked about volunteers who are receiving stipends and a W2 must be submitted.

#### Financial audit

Seeking legal opinion request to ITA. The ITA did indicate it is in the FinCom bylaw to request an audit. The DOR indicated that the Town cannot use RFT. Considering adding an audit line item to the FinCom budget in future years. The Town budgeted \$92K for accountant, but do not have a Town Accountant and no advertising to date. The FinCom strongly believes that a Town Accountant is required.

The Town assessor resigned in the last 2 weeks. The assessor is moving to another town will provide the Town with 5 hours per week for transition.



Citizen's concerns – Comcast and Verizon checks deposit unknown and Kirby requested the amounts.

Minutes for May 24, 2022 were moved by Maria and seconded by Priya  
Maria-aye, Priya-aye, Sachin-aye, Gary-aye, Becky-aye  
Approved 5-0

Interdepartmental budget paperwork available for tracking and approved at FinCom meeting on May 24.

FinCom bylaw discussion for next ATM (not special). Some items could be modified and asked that the entire FinCom review the bylaw to determine changes.  
Question asked if the search for a TA started. A job description is not yet available. Plan was to start interviews the second week in July, but no request yet to Gary to join.

#### **Liaison updates**

SB – introduced Tracy Murphy as new planner. Will not have liaisons to departments heads, but direct to the TA. Jennifer Campbell is the new chair.

EDC – looking at popup and submitted a grant request

Planning board –

BLF – meeting next week

BBC – no meeting

Personnel board – new member, Lee Slade as appointed on June 6 by SB and will be the point person on TA search.

ZBA- 60 Codman road sold and would like to knock down and build small warehouse. Increase floor ratio as warehouse is zoned correctly. Needed legal opinion. The TA did not allow the legal opinion. There is an undercurrent that TA believes the FinCom will not approve an RFT. If legal review is required then it should happen. Becky will send a note and copy Maria and Mark White to the TA that all legal questions are approved by the TA and there are funds for legal in the budget.



RecCom –

Library –

Housing – Meeting last week, houses in Boxboro Meadows that are testing positive for uranium. The housing trust will cover the cost of testing for the 40B houses. One well has high uranium and other well has no contamination. Applications being accepted, but do not have a community services person.

AB regional building committee –

Regional school meeting –

CPC –

CoA –

Water resources –

Sustainability –

ConsCom –

Board of Health –

Historical commission –

Well being –

Correspondence –

Maria moved to executive session as outlined in the agenda and not come back to regular session, and Priya seconded

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

Adjourned for executive session ~8PM



Exhibits used:  
 Minutes for May 24, 2022  
 Memo from Jared Aponte

Next meetings:

June 28  
 July 19  
 August

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