



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

BOARD/COMMITTEE: Boxborough Finance Committee - DRAFT MINUTES

DATE: Tuesday, July 19, 2022

TIME: 7:00PM

PLACE: Town Hall ,29 Middle Road, Boxborough, MA

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

Missing: Priya Sundaram

Other: Kirby Dolak, Rob

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

Citizen's concerns – none

Minutes for June 8 reviewed with no comments.

Maria Moved and Becky seconded

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

Approved 4-0

Minutes for July 14

BoS agenda not posted in time

Corrected spelling of Carter's name⁴

Keshava moved and Maria seconded

Gary-abstain, Maria-aye, Keshava- aye, Becky -aye

Approved 3-0-1

Interdepartmental transfers:

Minuteman funds were utilized to cover over budgets. The previous town accountant budgeted extra funds in case additional students were suddenly added.

The Assessor budget required vacation coverage of \$2,300

Contracts were put in place which is higher than personnel plan

The contract includes vacation accrual with 8 days at initial contract. The assessor had 80 hours accrued.



- Election postage of \$2,500 with refund of \$1403.20
- Board of health for mosquito control for \$1,500 (total cost was \$13,000)
- Fuel increase of \$20,000 (actually \$15,000)
- Library electricity for \$2,700
- Legal services for \$50,000
- why no notice prior to June 30
- walked through high level review of expenses
- ask TA to ask KPG for specific expenses for attacks on public officials
- need planning board legal fees

ACCOUNT NUMBER	ACCOUNT NAME	TO/FROM	AMOUNT	REASON
001-310-5320-0000	MINUTEMAN TUITION	FROM	\$ (79,040.00)	
	SALARY			
001-141-5112-0000	ASSESSOR	TO	\$ 2,300.00	HAD TO PAY OUT VACATION TO LYNDA
	EXPENSES			
001-162-5345-0000	ELECTION POSTAGE	TO	\$ 2,500.00	CHECK ISSUED TWICE AND CASHED REFUND WILL COME IN FY 23 \$1403.20
001-511-5399-0000	BOARD OF HEALTH MOSQUITO CONTROL	TO	\$ 1,500.00	HELICOPTER SPRAY WAS 13K
001-429-5536-0000	TOWN FUEL	TO	\$ 20,000.00	FUEL COST INCREASE
001-610-5210-0000	LIBRARY ELECTRCITY	TO	\$ 2,700.00	INCREASED COST
001-151-5311-0000	LEGAL SERVICES	TO	\$ 50,000.00	
001-751-5925-0000	SHORT TERM INT	TO	\$ 40.00	
		TOTAL	\$ -	

Why are numbers fully rounded and not the exact dollars.
 The FinCom was not given clear view of the overages prior to mid July

Gary Moved \$76,340 and Keshava seconded
 Approved 3-1

Accountant update consists of no update. The Town accountant position has not yet been posted. The FinCom will attend each SelectBoard meeting to ask about posting the position. Will start documenting issues including the overages that were delivered to the FinCom in July. Will ask for monthly reports from the accountant office.

Schedule discussion.

August 16

1st and 3rd Tuesdays in September (6 and 20), October (), November (1 and 22) and December

January through May each week

Will move to hybrid for the year



Final budget being sought and being told it will be available in December. Would like it in October

Budget Saturday will be the first Saturday in January and capital Saturday first Saturday in February

Payroll issue with police Issue caught in January and Carter looked at issue in February. Still being paid in March and then resolved. Officer has not yet paid back the overage. Treasurer caught up with deposits.

Reorganization

Becky nominated Maria to be chair, Priya to be vice-chair and Gary to be clerk

Keshava seconded

Approved 4-0

Discussed liaisons

Gary asked to stay on regional school due to the building project

Maria to be the Town Hall liaison

Liaison updates

SB – met last Thursday and voted the transfers.

EDC – applied for grant; discussed popups. Waiting for Campagnelli

Planning board – Gutierrez attended to discuss life sciences building on property next to the hotel. Larry white property approved. Will discuss campagnelli property at next meeting in preparation for full buildout.

BLF –

BBC –

Personnel board – exit interviews and what to do with the documentation. Currently doesn't seem to be reviewed in a closed loop process. TA hiring process with first meeting for Gary on July 28. Evaluations discussed.

ZBA-

RecCom – value engineering on liberty fields. Will band-aid the baseball field.



Library –

Housing – uranium issues in one unit at Boxborough Meadows; housing board will fund the remediation. How to make the housing trust whole with the BBC for the public safety

AB regional building committee – building on target for opening in August. A big thank you to Mary Brolin for chairing and driving the project.

Regional school meeting – no updates

CPC –

CoA –

Water resources –

Sustainability –

ConsCom –

Board of Health –

Historical commission –

Well being –

Correspondence –

Maria thanked Becky for the work she did this year

Keshava Moved to adjourn and Maria seconded
Approved 4-0 at 8:09

Exhibits used:

Minutes for June 8, 2022

Minutes for July 14, 2022

KPG statement of high level expenses

