



TOWN OF BOXBOROUGH
Minutes
Boxborough, MA 01719

BOARD/COMMITTEE: Boxborough Finance Committee

DATE: Tuesday, August 16, 2022

TIME: 7:00PM

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

In attendance: Gary Kushner, Becky Neville, Maria Neyland

Remote: Keshava Srivastava, Priya Sundaram

Missing: none

Other: Kirby Dolak (Littleton TV); Rob (Littleton TV); Judy Reid (LGTV); Steve Ballard

Meeting called to order by the Chair at 7:00PM

Keshava-remote/present; Priya-remote/present; Gary-present, Becky-present, Maria-present

Minutes for July 19 reviewed by the FinCom. Becky thanked the clerk

Becky moved and Gary seconded

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

Approved 5-0

Special Town Meeting (STM) discussion based on the Select Board (SB) meeting from August 15.

Police admin is leaving and will advertise for part time replacement. Would expect to be lower in salary.

Proposed items:

New TA pay gap of \$30K

Contracts

Liberty field \$50K (warrant article); over budget; Gary will communicate with the RecCom to communicate to the Town on the value engineering.

Assessing \$30K; behind in cyclical assessments. Estimated cost is \$150,000, but have \$120,000 appropriated.

HSC (Harvard sportsman club) drilled monitored wells in past (2006) and HSC is now asking that Boxborough bring back the property to where it was back in 2006. Gary asked if there was a water agreement earlier than 2006 for access.

Treasurer/collector \$5,000; would prefer to wait and see if we need additional postage

Steele Farm \$1,000 (roof issue and issues with insurance on the house)

Fire \$5,000 - \$3,000 for Software; fire chief contract wasn't signed prior to ATM. \$2000 for foam for hazardous waste.



Police \$12.5K for female locker room where storage is currently set and would require a shed. Gary suggested looking at the Museum basement.

BXB-TV budgeted 72 meetings (and STM and ATM) vs 85+; FinCom, SB and planning committee. Kirby explained how we got to 85 meetings. ~\$4,200 additional

Library – energy bill

Legal fees; Becky asked for records for record requests; contracts. Town Clerk is spending a large amount of time

Becky indicated that her preference is to have one STM and cover the \$30,000 additional funds for the Town Administrator from a Reserve Fund Transfer (RFT) and Gary, Priya, Keshava all agreed. Delay the STM until the contracts are available. Message to SB that we prefer 1 STM and will cover an RFT.

Becky moved that the FinCom support a RFT and Priya seconded

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

Approved 5-0

Accountant position was posted and 1 applicant, but not acceptable. Reposted job. Becky sent an email to accountants in local towns.

Gary reported on TA screening process and there are good candidates to be interviewed by the SB.

Gary talked about the hybrid model and the complaints being received. Priya and Keshava both preferred hybrid as it makes it easier for them. Discussions are related to process and not to the people doing their absolute best. Will stay hybrid.

Maria and Priya met with SB members (Diana Lipari and Jennifer Campbell) over the last week to work on communication. Believe communication will be better and will look forward. Board members to be respectful. Very respectful of employees. E.g. discussion on tax bills and not on the treasurer. The SB sent out a code of conduct from another town. Who would administer? How to handle issues? Maria will send out the document. Who will own the document and maintain?

OML training

All attended

Accounting training was attended by Maria and Priya.

Open meeting violation for minutes that were not posted. Minutes for July 19th would be voted at this meeting (September 21) and posted.

Becky moved to delegate the authority to the TA and Priya seconded

The April 26 and June 26 minutes were submitted and the July 19 minutes will be sent

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

Approved 5-0



The latest budget includes the associate planner compared to the expenditure form. Will be updated monthly by the Town Accountant. New budget process being worked as spreadsheet is getting bad. The expenses will be posted on the website.

September 6 meeting will be cancelled

Liaison updates

SB –

EDC –

Planning board – zoning bylaw changes for high ceilings; 1414 potential of 3 new buildings on 43 acres. Used Lowell sun for legal notices for Boxborough as chosen by Town planner. Gary asked about Gutierrez and hotel.

BLF –

BBC – meeting on August 17

Personnel board – meeting on August 24

ZBA-

RecCom –

Library –

Housing – commercial properties and affordable housing (not 40B)

AB regional building committee – will open on schedule

Regional school meeting – negotiations and Boxborough TA should have a rep.

CPC – new chair is Ron Vogel

CoA – soft service discussion with the lease concluding this fiscal year.

Water resources – meeting is next week

Sustainability – meeting cancelled

ConsCom –

Board of Health –



Historical commission –

Well being –

Correspondence – none

Maria asked about future topics

Liaisons changes:

Becky captured the changes and will disseminate the changes

Maria stated that the Executive Session will be canceled due to a community member who insisted it was not legal for the Fincom to meet in executive session. Maria will contact town council to determine if the Fincom can in fact go into executive session to discuss negotiations.

Becky moved to adjourn and Priya seconded

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

Approved 5-0

Adjourned at 9:05PM

Exhibits used:

Minutes for July 19

Potential SMT items from interim TA

OML violations

Meeting calendar

Liaison list

Next meetings:

September 6

September 20

October 4

October 18

November 1

November 15

December 6

December 20

January through May each week



RFT tracker

Item	description	Amount	Start at \$150,000	comments