

FINCOM  
Meeting Minutes – January 24, 2015

Members Present: Alice, Rudy, Alan, Don, Heidi, Laura, John

Not Present: Steve, Bruce

Others: Tim, Debbie Ricci, Ken Swanton, Keith Cheveralls

Location: Town Hall meeting room

Alice opened the meeting at 8:38AM.

**Minutes** of the Wednesday, January 21 meeting were reviewed, and with one addition, approved unanimously.

**Public Commentary:** None.

**Review of Capital Planning and Investment Committee Proposal:** Debbie distributed copies of their Committee's report. She believes there were two changes that improved the quality of their output this year. First, this year's process started with a BOS review of requests that resulted in vetting of proposals and making sure those projects remaining were consistent with town direction and priorities. Secondly, there were fewer requests submitted which Debbie believes is because committees have come to realize that proposals will be carefully evaluated and those without adequate financial rationale were "self-vetted" and not submitted.

The discussion points on the CPIC report were the following:

- The additional \$170,000 Ch. 90 funds from the state will cover the DPW town road repair budget needs for the next three years so their budget request for FY16, FY17, and FY18 was eliminated for these years.
- The replacement for Pumper Engine 2 (estimated cost of \$500,000) will be paid for out of the Capital Stabilization Fund. In fact, Debbie told us they propose funding a total of \$1.1 Million of projects internally, likely a record high.
- The Pond Road Paving Project description should be changed to Paving parking lot between Library and soccer field for clarity of communication for Town Meeting.
- The BOS pushed the DPW building project back and asked them to assess if it may be financially beneficial to do the entire project at once versus multiple smaller sequential projects.
- The Hildreth House project request is still being finalized and will likely come in less than the current \$1,331,000. The work is primarily for accessibility improvements including an elevator in the rear with a rear entrance, a raised porch with handicapped entrances for all doors, and parking lot final design changes will include lighting and handicapped spaces at the base of the front ramp.
- Debbie will email to the Committee her detail sheets of the Police, Fire, and DPW project requests that include each project, the amount of that project and year planned.

**Town Administrator Report:** Tim reported that Gov. Baker has revealed the state's budget deficit is about three-quarter million dollars. Closing this deficit without tax increases or reductions to school funding will likely delay finalizing the state budget. The Town Hall renovation is on schedule. The stage on the second floor has been replaced by open space with movable cubicle partitions. The BOS will decide on the temporary Town Hall location during renovation at their meeting February 3. The options are the Old Library, Appleworks, Devens, and possibly Shirley. Regarding contracts, all have been finalized except for the Police contract which Tim said is progressing with the Police union.

Tim also provided an update on the repair of the old tanker truck. The \$700 repair did not work, they believe because the plastic used in the tank was too old. They are researching other possible repair options while accelerating purchase of a new tanker truck that is included in the CPIC proposal.

**Finance Director Report:** None.

**Liaison Reports:** None.

**Next Meeting:** We will meet at 7PM on January 28 in the Town Hall meeting room. The next meeting will be at 8:30AM on January 31 in the Town Hall meeting room.

The meeting adjourned at 10:00AM.

Respectfully submitted,

John W. Seeley, Secretary