



## APPROPRIATIONS COMMITTEE

### MEETING MINUTES

Thursday, April 5, 2012

7:30 p.m.

Selectmen's Meeting Room

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Present: Chairman, Elaine Kelly  
Rick Nieber  
Dan McInnis  
Janice Hight  
Tony Poteete

Absent: Bob D'Amico

Also present: Town Administrator John Coderre  
Finance Director June Hubbard-Ward

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The meeting was called to order at 7:30 p.m.

#### Approval of Meeting Minutes

R. Nieber moved approval of the Meeting Minutes of March 15, 2012; D. McInnis seconded; approved unanimously.

#### Approval of Meeting Minutes

R. Nieber moved approval of the Meeting Minutes of March 22, 2012; Dan McInnis seconded; approved 4-0-1. T. Poteete abstained since he was not in attendance.

#### Finance Department Presentation – June Hubbard-Ward, Finance Director

The next triennial recertification must be completed by the Assessing Division for FY2013. This process began on January 1, 2012 and continues until the valuations and tax rate are certified by the Department of Revenue, Bureau of Local Assessment. In order to meet the requirements of the triennial recertification to perform valuation field work for Commercial and Industrial real estate inspections, data collection and sales analysis of Residential properties as well as for tracking personal property updates, the Assessing Division's Contractual Services line was increased to \$50,550. Union and non-union personnel increases are budget at 1%.

#### Review and Vote on Town Meeting Articles

The Town Administrator presented the Annual Town Meeting Warrant for the Committee to vote on any articles that deal with an appropriation, and requires their vote on Town Meeting floor:

The Committee acknowledged the Joint Budget Hearing on March 26<sup>th</sup> with the Selectmen as well as their review of the FY2013 Operating and Capital Budget document. All requested information has been received and reviewed by the Committee.

Article 4 – Town Budget – J. Hight moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 5 – Water, Sewer & Solid Waste Funds – J. Hight moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 6 – Northborough K-8 School Budget – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 7 – Algonquin Regional High School Budget – J. Hight moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 8 – Assabet Valley School District Budget – J. Hight moved to recommend; D. McInnis seconded; unanimously approved.

Article 9 – Library Grants – R. Nieber moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 10 – Application to Selectmen for Grant Applications – R. Nieber moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 11 – Revolving Accounts – combines articles 12-17 – R. Nieber moved to recommend approval of Article 11 and Articles 12-17; D. McInnis seconded; unanimously approved.

Article 18 – Appropriations Committee Reserve Fund – R. Nieber moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 19 – Emergency Storm Deficit Appropriation – D. McInnis moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 20 – Disposition of Abandoned Funds – R. Nieber moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 21 – Rescission of Debt for Capital Projects – J. Hight moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 22 – Purchase Fire Department Tender (Tanker) Truck – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 23 – Public Safety Conversion to Narrow Radio Banding – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 24 – Town Offices Building Repairs – R. Nieber moved to recommend approval; J. Hight seconded; unanimously approved.

Article 25 – Ellsworth McAfee Park Trace Replacement – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 26 – Purchase DPW One Truck with Plow – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 27 – Purchase DPW Sidewalk Plow – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 28 – Purchase DPW Sewer Enterprise: Portable Generator – R. Nieber moved to recommend approval; J. Hight seconded; unanimously approved.

Article 29 – DPW Water Enterprise: Lyman Street Well Repairs – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 30 – Northborough Schools: Middle School Generator Replacement – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 31 – Northborough Schools: Lincoln Street School Feasibility Study – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 32 – Assabet Valley Repair/Renovation Project – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 33 – Church Street Private Way Betterment Program – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 37 – CPA – Town Offices Repairs – R. Nieber moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 38 – CPA – Conservation Reserve Fund – J. Hight moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 39 – CPA – Historical Society Pipe Organ Repair – J. Hight moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 40 – CPA – Historical Commission Gravestone Inventory – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 41 – CPA – Historic Resources Reserve – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 42 – CPA – Northborough Housing Authority Demolition of Former Senior Center – R. Nieber moved to recommend approval; J. Hight seconded; unanimously approved.

Article 43 – CPA – Debt Service Associated with CPC – R. Nieber moved to recommend approval; J. Hight seconded; unanimously approved.

Article 44 – CPA – Expenses Associated with CPC – R. Nieber moved to recommend approval; D. McInnis seconded; unanimously approved.

Next regular meeting

Thursday, April 12, 2012 only if necessary to review report.

Other Business

Following a brief presentation by the Town Administrator, J. Hight moved to approve a transfer from the Reserve Fund of \$5,000 to Veteran Services for Veteran Benefits; R. Nieber seconded; unanimously approved. The transfer is necessary to cover unexpected benefits paid out during FY2012.

Adjournment

J. Hight moved to adjourn; D. McInnis seconded; motion was unanimous.

9:10 p.m. – adjourned.

Respectfully submitted,

John W. Coderre, Town Administrator