



APPROPRIATIONS COMMITTEE

MEETING MINUTES

Thursday, April 3, 2014, 7:30 pm
Selectmen's Meeting Room

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

Absent Bob D'Amico

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

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

Approval of Meeting Minutes

J. Hight moved approval of the Minutes of March 27, 2014; R. Nieber seconded. Minutes approved unanimously.

Presentation of Debt Service Models – Finance Director June Hubbard-Ward

The Finance Director reviewed the Town's debt service budget and debt service models. For FY2015, the total Debt Service budget for the General Fund is \$2.05 million, a decrease of \$296,367. The decrease is primarily attributable to the Town's Free Cash policy whereby smaller capital items have been purchased using available funds instead of financing with debt for the past four years.

The aggregate level of the Town of Northborough's outstanding debt obligation is limited by State law. The statutory debt limit is established by Massachusetts General Laws, Chapter 44, Section 10 at 5% of our total Equalized Valuation (EQV). The EQV is determined every other year by the State Department of Revenue.

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|-------------------------|-----------------|
| Northborough's 2012 EQV | \$2,664,457,400 |
| Debt Limit (5% of EQV) | \$ 133,222,870 |

Northborough's total issued and outstanding long term debt principal, both inside and outside the debt limit as of June 30, 2013, is \$22,973,112, significantly below the statutory debt limit.

Net and Gross Debt Ratios (debt as percentage of annual budget), at 5.97% and 6.71% for FY14, are well below Debt Policy thresholds of 8-10% and 15% respectively, and are projected to decline further before rising to between 8-9% in FY2020, still well within the thresholds. This projection model assumes debt financing for renovations of Lincoln Street School, Fire Station, and Peaslee School.

Review and Vote on Annual 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 recommendation on Town Meeting floor:

The Committee acknowledged the Joint Budget Hearing on March 25th with the Selectmen as well as their review of the FY2014 Operating and Capital Budget document. All requested information has been received and reviewed by the Committee. The Committee acknowledged the presentations and detailed materials provided by the various departments which have been ongoing since November 15, 2012. Given those reviews, the Chair indicated that it is now appropriate for the Committee to vote its recommendations for Town Meeting.

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

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

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

Article 7 – Northborough-Southborough Regional School District Budget – R. Nieber moved to recommend approval; J. Hight seconded; unanimously approved.

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

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

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

Article 11 – Revolving Accounts – D. McInnis moved to recommend approval; R. Nieber seconded; unanimously approved.

Articles 12-16 – R. Nieber moved to recommend approval of the reauthorization of the revolving fund articles 12-16; J. Hight seconded; unanimously approved.

Article 17 – Appropriations Committee Reserve Fund – R. Nieber moved to recommend approval; J. Hight seconded; unanimously approved.

Article 18 – Investment of OPEB Trust Fund – J. Hight moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 19 – Lincoln Street School Project – J. Hight moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 20 – Repurposing of Bond Proceeds – D. McInnis moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 21 – Fire Department Car One Replacement – R. Nieber moved to recommend approval; J. Hight seconded; unanimously approved.

Article 22 – Fire Department Forestry One Replacement – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 23 – Police Department CCTV Replacement – D. McInnis moved to recommend approval; J. Hight seconded; unanimously approved.

Article 24 – MIS/GIS Wide-Area Fiber Network – J. Hight moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 25 – Department of Public Works Dump Truck w/Spreader Replacement – R. Nieber moved to recommend approval; J. Hight seconded; unanimously approved.

Article 26 – Department of Public Works Wing Mower Replacement – R. Nieber moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 27 – Department of Public Works All Purpose Tractor – J. Hight moved to recommend approval; D. McInnis seconded; unanimously approved.

Article 28 – Department of Public Works Church Street Culvert Design – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 29 – Department of Public Works Otis Street Culvert Design – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 30 – Department of Public Works Sewer Division Hudson Street Pump Station Design – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 31 – Department of Public Works Water Division Meter Replacement – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 32 – Department of Public Works Water Division Edmund Hill Tank Rehabilitation – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 33 – Department of Public Works Water & Sewer Division One-Ton Service Truck w/Plow – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 33 – Department of Public Works Sewer Division Vacuum/Jetter – J. Hight moved to recommend approval; R. Nieber seconded; unanimously approved.

Article 48 – CPA – Information Signs for Historic Commission – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 49 – CPA – Head and Footstone Restoration – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 50 – CPA – Historic Resources Reserve Fund– D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 51 – CPA – Deck and Handicapped Ramp at Memorial Field – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 52 – CPA – Basketball Court Improvements – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 53 – CPA – Affordable Housing Reserve Fund – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 54 – CPA – Open Space Funding – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 55 – CPA – New Trails and Maintenance of Existing Trails – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 56 – CPA – Debt Service for Open Space Acquisition (Green Street) – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Article 57 – CPA – Administration of CPA – D. McInnis moved to recommend approval; T. Poteete seconded; unanimously approved.

Next Meeting Date and Committee Meeting Schedule

Thursday, April 17th at 7:00 p.m. - Optional Site Tour of the Fire Station with the Financial Planning Committee and at 7:30 p.m. - Joint Meeting with the Financial Planning Committee to review the draft pavement management plan at Fire Station.

Monday, April 28th at 6:45 p.m., Pre-Town Meeting at ARHS.

Any other business to come before the Committee

Adjournment

J. Hight moved to adjourn; R. Nieber seconded; motion was unanimous.

9:00 pm – meeting adjourned.

Respectfully submitted,

John W. Coderre, Town Administrator

Documents used during meeting:

1. Minutes 3/27/2014
2. Debt Service Models
3. Town Meeting Warrant

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