



FINANCIAL PLANNING COMMITTEE

MEETING MINUTES

Thursday, March 5, 2015

Room C

7:00 p.m.

MEMBERS PRESENT: David DeVries, Chair
Michael Hodge, Vice Chair
Roger Leland
Thomas Spataro
Heidi Bourque-Gleason

ABSENT: Richard Smith

ALSO PRESENT: John Coderre, Town Administrator
Dan Nason, DPW Director

Meeting convened at 7:00 p.m.

APPROVAL OF MEETING MINUTES

Mr. Leland moved the committee vote to approve the meeting minutes of the January 22, 2015 joint meeting as submitted. Mr. Hodge seconded the motion; minutes approved unanimously.

Mr. Leland moved the committee vote to approve the meeting minutes of the February 19, 2015 meeting as submitted. Mr. Hodge seconded the motion; minutes approved with unanimously with one abstention as Mr. Hodge was not in attendance.

REVIEW OF PUBLIC WORKS CAPITAL REQUESTS

Mr. Nason began by reviewing a memo dated March 5, 2015 which provided the committee with an update on all the outstanding DPW projects. The Committee discussed in detail the Otis Street Culvert project which is scheduled for Town Meeting Approval in April 2015. The project is fully designed and has been bid out. Construction will begin as soon as weather permits. Mr. Nason reviewed the project detail sheets for all the FY 2016 projects proposed to go forward at Town Meeting including:

DPW: Highway Division

| | |
|---------------------------------|---------|
| Otis Street Culvert Replacement | 325,000 |
| Roadside Mower | 130,000 |
| One-Ton Dump Truck w/Plow | 90,000 |
| One-Ton Pick Up Truck w/Plow | 60,000 |

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|--|--------------------|
| Backhoe | 145,000 |
| Mini Excavator | 85,000 |
| Ellsworth McAfee Park Gazebo and Pavillion | 50,000 |
| | <hr/> |
| Highway Subtotal | \$885,000 |
| DPW: Sewer Enterprise Fund | |
| Hudson Street Pump Station Improvements | 1,500,000 |
| | <hr/> |
| Sewer Enterprise Fund Subtotal | \$1,500,000 |
| DPW: Water Enterprise Fund | |
| One-Ton Service Truck w/Plow | 75,000 |
| One-Ton Pick Up Truck w/Plow | 60,000 |
| | <hr/> |
| Water Enterprise Fund Subtotal | \$135,000 |

Following the presentation the Committee members expressed their appreciation for the excellent planning and project oversight.

OTHER BUSINESS

Legislative Priorities

The Town Administrator reviewed the Town's Legislative Priorities letter that was sent to the Governor and the Legislative Delegation. The Northborough Legislators will all be in attendance at the March 9, 2015 Selectmen's meeting and Financial Planning members are invited to attend.

State Aid Update

Mr. Coderre reported that Governor's office submitted a budget on March 4, 2015. At first blush, the Town may receive a slight increase in State Aid; however the House and Senate have yet to weigh in and it is unlikely that any final decision will be made prior to Town Meeting. The current Town budget model assumes level funding. Should any additional state aid be received following the Town Meeting budget vote it can only be used to reduce the local tax impact.

Annual Town Meeting

The Town Administrator distributed a draft summary of the Town Meeting Warrant which will take place the week of April 27, 2015. The draft includes all the FY2016 Capital Budget projects being reviewed by the Committee.

NEXT MEETING DATE AND COMMITTEE SCHEDULE

The next committee meeting will be held on March 12th at 7 p.m. The full committee schedule was reviewed and it was noted that March 26th is "Northborough Unscheduled" so no meeting will be held that day.

ADJOURNMENT

Ms. Gleason motioned to adjourn; seconded by Mr. Spataro; unanimously approved at 9:00 p.m.

Respectfully submitted,

Michael Hodge

Documents used during meeting:

1. January 22, 2015 – Joint Meeting – Lincoln Street School
2. February 19, 2015 Meeting Minutes.
3. FY15 Dept. of Public Works Capital Request Status Report
4. FY16 Capital Requests
5. Legislative Priorities
6. Annual Town Meeting Warrant Summary