

TOWN OF PRINCETON MA
Princeton Advisory Committee
Meeting Minutes
Dec 19, 2016

AB members in attendance: John Shipman, Wayne Adams, Bill Lawton, Jimmy O'Coin , Don Schoeny

BOS members in attendance: Edie Morgan, Stan Moss, Jon Fudeman, Nina Nazarian

BOS/Advisory Committee Agenda

- 2018 Budget Review
 - Library, Cemetery, Highway, Road Committee budgets
 - Operating Expenses
 - Capital Requests
 - Revolving Funds and other Sources of Revenue
- Advisory Committee vacancy

Meeting started at 5:05 PM

Meeting Minutes

- Library
 - Reviewed operating budget, discussion led by Library Director. Minor variances year-over-year covered
 - Discussed computer technology upgrades and the potential to pool IT services under a single vendor for all departments. Also, recommended a longer-term capital plan be discussed with vendor providing an estimate for FY18, for FY22-23, due to typical equipment obsolesce/refresh cycles.
 - Revised information to come in January
 - Discussion about capital request for roof work to prevent further damage. Needs further assessment to arrive at a more accurate budget estimate. AC concerned too many buildings in town have new repair work and questioned the building maintenance plans and schedules.
 - Revised information to come in January-March
 - Friends of the Library and Trustees of the Library explained their fundraising projects to offset public loanable material costs.
- Cemetery
 - Reviewed operation budget, discussion led by Cemetery Manager.
 - Discussion for fees charged, be reassessed, whereby town may have below market rates.
 - Update to come in January-March from the Cemetery Committee
 - Discussed capital request for a backhoe. After discussion, agreed the most cost-effective approach to move stones for a burial is to contract a service; identified the frequency to be less than 10 times a year. Highway department confirmed they would not find use for a small backhoe in-between burials.

- Highway
 - Reviewed operating budget, sand and ice removal budget, and road construction budget.
 - Reviewed Capital Requests for Highway Department equipment replacement.
 - Reviewed Road Construction plans and history. Recognized Princeton is one of the few towns with a Road Advisory Committee; recognized the RAC has been effective over the past 20 years leveraging state/federal funds to improve road infrastructure without over-burdening the town taxpayer.
- AC Vacancy discussed
 - BOS reviewed the applicant Bill Holder. BOS deferred making an appointment until January. BOS to make more town volunteer outreach for other interested applicants to address diversity. AC stated their support for Bill, all 6 members and explained the gaps in special projects/committee coverage without a 7th member, e.g. facilities & buildings, OPEB as two examples.

Handouts

- Reference Budget Handbook sections per the scheduled departments

Wayne M. Adams, AB Member