

TOWN OF PRINCETON MA
Princeton Advisory Committee
Meeting Minutes
February 27, 2019

AC members in attendance: Wayne Adams, Judy Dino, Krista Penning, Bill Lawton and Mary Jo Wojtusik

Absent: George Handy, Helga Lyons

Advisory Committee (AC) Agenda

6:00-8:00 PM

- Discuss P&R FY18 budget, combined operating budget w/ revolving account
- Discuss Monty Tech budget
- Discuss other department revolving accounts combined with operating budget
- Discuss capital requests from the tracker
- Recap and discussion of PB Amendments
- Recap and discussion of line items in Dept Budgets presented to date
 - Police, Fire, Ambulance, Town Administration, WRSD
- Review/schedule future meeting dates for March – May
 - March 2nd, 11:30-2PM – Dept review, dept tbd
 - March 6th, 6PM – Ongoing review of operating and capital budget
 - March 20th, 5PM – review Highway and RAC
 - April 24th, 6PM – Draft ATM review and AC decisions
 - May 1st, 6PM – Public Hearing for ATM and AC decisions
 - May 14th 6:15 – Pre-ATM Meeting to finalize remaining AC decisions
 - May 14th – 7PM – ATM
 - ** depts not scheduled yet: Monty Tech, Library, P&R
 - ** committees to meet with again if they have articles: PB, FSC II

Approve Minutes from previous AC meeting(s)- Approve Minutes from previous AC meeting(s)

Meeting Minutes

Meeting Started at 6:16 PM

Approve Minutes from the last meeting (with revision regarding Monty Tech assessment)

Approved: 5-Y, 0-N, 0-A

Discuss P&R FY18 budget, combined operating budget w/ revolving account

To better be able to review the Revolving Funds versus Budget, Wayne and George consolidated the revolving funds and budget. A challenge with P&R is that revenue has been falling off (both FY18 and FY19). The AC will look at a one-time allocation to meet requests as opposed to a line item that stays in the budget going forward. The AC is scheduled to meet with P&R in the coming week.

NOTE: TA distributed a spreadsheet with all of the consolidated Revolving accounts.

Capital requests for tracker

AC needs to review the tracker carefully for items previously discussed with the Police and Fire chiefs. Another part of the budget planning process is to determine how items will be funded, one-time or over multiple years (such as leases). AC needs to highlight where there might be double-counting, for example there is \$350k in the Capital plan for Roads which is in the Operating Budget.

Re-cap Fire Department

The Fire Chief is determining the cost of weekend ambulance coverage to address response time issues. Current estimate is \$20k. He is working on a salary/staffing analysis. The Chief expressed a need for a second ambulance. Currently, there is a Ford Expedition that is fitted out that is described as “band-aids on wheels” that would only be used for transport in a dire emergency.

Recap of PB amendments

PB would be responsible for building sizes and restrictions for building placement for large agricultural operations. The PB will also put forward an amendment related to trailers. They will hold public meetings on the amendments.

Recap and discussion of line items in Dept Budgets

Police, Fire, Ambulance, Town Admin, WRSD

Some of the line items that the AC will be looking at include \$60k for project manager, new police car leases (evaluate 3 years vs. 4 year cycle). The calculation for idle hours did not seem correct and the AC will confirm the correct numbers. The cost for the new police car lease is \$17.5k/year.

WRSD - Wayne and Helga met with Dan Deedy (WRSD Finance Director) regarding a review of the projections vs actuals for FY19. Mr. Deedy will be revising the numbers.

Review/schedule future meeting dates for March

March 2nd, 11:30-2PM – This meeting may be canceled.

March 6th, 6PM – Ongoing review of operating and capital budget

Meeting adjourned at 8:18 pm.

Minutes recorded by Mary Jo Wojtusik, AC Member