

TOWN OF PRINCETON MA
Princeton Advisory Committee
Meeting Minutes
March 20, 2019

AC members in attendance: Wayne Adams, Judy Dino, Bill Lawton and Helga Lyons

Absent: George Handy, Krista Penning, Mary Jo Wojtusik

Town Administrator Nina Nazarian Present from 5-6PM for RAC discussion.

Advisory Committee (AC) Agenda

5:00-7:00 PM

- Road Advisory Committee/Highway Department Budget Review
- Other business

Meeting Minutes

Meeting Started at 5:00 PM

Road Advisory Committee

Road Advisory Committee members Kevin Toohey, Bill Holder, Thelia Thompson, and Jon Fudeman led a discussion of the 5- year road, bridge, and culvert construction plans. RAC has increased the budget request \$25K for a total of \$375K. The town is not keeping up with all the roadwork for new roads and repaved roads. Calamint Hill Road to be paved in Fiscal 19 and finished in Fiscal 20. State is not increasing Chapter 90 funding levels, despite most towns have increasing costs for materials such as salt, sand, asphalt, and increasing employee costs.

Calamint Hill resident requested the AC support the priority work to have Calamint Hill paved and no longer remain a dirt/gravel road. The resident described impassable conditions many times during the rainy and winter seasons. Occasionally, an emergency vehicle has to take a longer route to service a call, since the vehicles don't have 4WD. The number of residents continues to increase on the road, and the additional road traffic for home owners, along with oil, propane, and trash trucks also increases, making the existing structure of the dirt road impassable at times in winter and early spring.

Route 140 project was discussed. Construction will take place this summer. Route 140 to be closed for 6-8 weeks. AC requested RAC reach out to business owners in Princeton and Sterling to plan for reduced business without pass-through traffic. Route 31 bridge by town DPW/Krashes Field will be worked on in the Fall and planned to not overlap with the route 140 closure.

The Collins Center will be adding a \$500K capital line item to their report for bridge and culvert work, in addition to the \$350K in their draft calculations.

AC guidance was provided the RAC needs to plan in future years for both an operating budget and a capital budget. The operating budget alone cannot absorb the increased costs on a yearly basis.

Highway Department

Department Head Glen Lyons led a discussion for the FY20 operating budget and capital budget. Operating budget was kept level funded per the planning guidance. There is a capital request for \$100K to replace the 1986 Mack Truck which is at end of its service life. A new replacement would be \$250K, the town plans to save expense by purchasing used again. Department is down one employee and will have 3 more departures before the end of the calendar year: 1 for retirement; 2 for improved pay available in the private sector.

Wayne to advise SB that more research into comparable salaries is needed to stabilize the department for having personnel, personnel with knowledge to operate and repair its equipment. Additionally, to help Department Head work on a transition plan for their planned retirement.

Other business

- Meeting minutes approved from 4/13, Y-4, N-0, A-0
- Noted that Town Administrator job posting lacked a job description. Wayne to send note to Nina and cc SB for awareness
- Richard Chase from FSC II provided a brief update from our last meeting in January
 - o FSC II to pursue a different architectural firm than JWA for a set of conceptual designs to be compliant with regulations and meet a target budget. Estimated cost is \$50K. \$28K to be a special article request for ATM; \$22K already in hand from AC reserve transfer fund in January.
 - o For ATM, there is no plan for an article for construction; best estimate for timing would be a STM in the Fall of 2020.
 - o For ATM, there most likely will be an article to clarify the \$500K can be used for a construction ready design. FY19 ATM article passed for \$500K for construction ready design and construction.

Meeting adjourned at 7:00 pm.

Handouts:

- RAC 5 year road, bridge and culvert plan

Minutes recorded by Wayne Adams, AC Chair

Scheduled AC meetings:

- March 27th, 5PM, Library Department Review and budget discussion
- April 3rd, 5PM, Summary discussion of operating budget and capital requests
- April 10th, 6PM, Joint meeting with SB to discuss draft budget
- 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