

**Minutes
Finance Committee
January 28, 2014
Final**

Call to Order

Chairman Peter McManus called the meeting to order at 7:30pm. Present were,
Members: Bruce Walbridge, Richard Rollins and Richard Eckel

Associate:

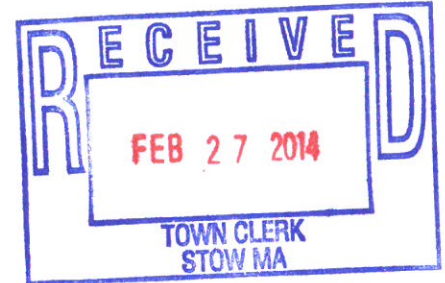
Guests: Karen Kelleher, Bill Bosworth and Darlene Trefry

Reserve Fund Transfer Requests:

None at this time

Correspondence

- Capital Planning Committee –Current Five Year Plan.
- Mass. Municipal Assoc. Annual Meeting.
- Article from Anne Needle re: Nashoba Budget Hike.



Review of Minutes

After a review of the minutes Bruce Walbridge moved to approve January 14, 2014 minutes as amended.

Peter McManus seconded the motion.

The motion carried unanimously (McManus, Walbridge, Rollins and Eckel).

Budget Reviews

Planning- Karen explained that they have requested a part-time GIS Analyst for a couple of days. Bill Wrigley recommended eight hours a week. The new employee is able to create overlay drainage plans. All departments will be able to use them. i.e.: Highway, Planning, Historical committee, Fire for mapping and water. The Assistant Planner has a Masters in Urban Planning.

The expenses have a big increase in advertising. Legal notices are \$130.00 ea.

The Gleasondale Mill Area - There was some preliminary planning a couple years ago. The residents are concerned about the traffic problems. The Planning Board is looking at working on that as they wrap up with Lower Village. The mill is under UMass Planning classes with Professor Molland. They did some analyses and looked at the property. The second class focused on working with the residents. They will have a report in a couple of weeks. They will be participating in next year's project also. A cost of \$150k for the design construction plans, the same as lower village. An RFP has been issued, due February 29th.

Police-

Bill Bosworth explained that Darlene is now a Dispatcher and an Administrative Assistant. They are purchasing a 3rd Ford Inceptor SUV this year at the Marlborough Head Quarters on the state bid and trading in a SUV. They will be trading in one vehicle each year and purchasing a new vehicle.

Capital Projects- The building is having heating and cooling issues. Craig Martin and Bill Cleary have looked at it. We are getting three quotes to replace or repair. Approximate cost \$175k. Craig is researching for a firmer number. It is currently costing \$5k a year to keep it repaired.

Communication- Received a 911 grant for \$19k for heat and cooling repair. The state is paying for the equipment updates.

Parking Lot Lighting- The new lighting in the parking lot was donated by the school system.

AED- (automated external defibrillator)

The Council on Aging donated the money to purchase two AED's for the cruisers. We have asked for 1 more for the lobby of the police department.

Personnel- We are in the process of hiring a new patrolman at an hourly rate. Hope to have someone on board by February. Move a Sargent to Lieutenant.

Now have – 1-chief, 3-sergeants, 1-Non union position, 1-Non union assistant to the Police Chief.

Other Business

Fire Station

The preliminary numbers for Crescent Street and 323 Great Road came in slightly lower than \$7mil each.

Community Center

Fire or Library is fine in the building. The Committee's preference is Library.

CPC

The group is looking to review projects that have been funded. CPC hasn't had a status on what has been done with the funds.

RECREATION

They are planning on putting in a Warrant article this year.

MINUTEMAN HIGH SCHOOL

Rick explained that the school budget will have a 5% increase this year.

Fire

The Fire Department had another walk thru and feels that Pompo's layout is fine for Fire Department.

- The north side of the building roof is lower.
- The wall sections are perfect for space needs.
- There is meeting space, Kitchen and more.
- Room for a boat and ATV's

323 PROPERTIES

- Cost estimates for construction will be in in a couple of weeks.
- If they cannot negotiate they will not purchase the land.

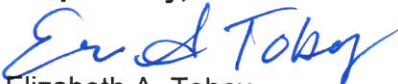
Other Business

None at this time

Adjournment

A motion to adjourn was made by Rich Eckel at 9:00pm. Rick Rollins seconded the motion. The motion carried unanimously, (Walbridge, McManus, Rollins and Eckel).

Respectfully,



Elizabeth A. Tobey,
Administrative Assistant