

Members Present: John E. Arnold, Chair, Peter Allen, Bill Linnane, Jim Tepper (7:25 p.m.), J. J. Malone, Lisa Blazejewski. Absent: Kathy Rosenblum Senie, Ed Behn, Jo Lown.

At 7:00 p.m. Mr. Arnold called the meeting to order in the Selectmen's Meeting Room.

Call to Order/Open Forum

There were no requests to address the Committee.

Approval of Minutes

Meeting No. 03, September 12, 2011

Deferred to the next meeting.

AFC Preparations for Special Town Meeting article reviews

DPW Manager regarding DPW warrant articles

John Walden, DPW Manager, appeared before the Committee to present the following articles.

Article 5. Fuel Management System

Mr. Walden explained that the current fuel system at the DPW facility, which is used to track refueling of all town vehicles, is a Scully system purchased over 12 years ago. The unit has needed frequent repair, and the company is now going out of business, which leaves the DPW without access to parts or service. Interfacing to the old system has also involved cutting into the wiring harness of some town vehicles, which could possibly void any vehicle warranty. Mr. Walden said the DPW has been looking into a new system, Fuelmaster, which would simply plug into town vehicles, is very user-friendly, and allows tracking of fuel usage on a per-vehicle basis. The cost for the new system would be \$60,000; the Scully system cost the town \$30,000 10 years ago. Responding to a question from Mr. Allen, Mr. Walden said the recommendation is the lowest-cost system that doesn't require clamping to vehicles' wiring.

Mr. Walden noted that Town Manager Jim Malloy is looking into whether the DPW facility could fuel the town's school bus fleet with the new system, which would bring in some revenue, and perhaps reduce the school department's budget. However, that is not included in the article.

Article 6. Plow Truck Replacement

Mr. Walden explained that, last year, 2 new plow trucks had been requested by the DPW, but neither was funded. Over the winter, one of the old trucks had broken down and the Town had to arrange a transfer to purchase a new vehicle. Now the second older vehicle (2001 model with 120,000 miles) needs significant repair and should be replaced. The new vehicle, a one-ton pick-up truck with a 9-ft plow, will cost \$36,994.

Mr. Linnane noted that Mr. Malloy is revising the capital planning criteria, which did not allow the DPW to purchase the new vehicles last year. Mr. Arnold added that the numeric rating system, although one tool of the Capital Expenditures Committee, should not be the only tool.

Article 15. Town Sewer System.

Mr. Walden explained that \$2,205,000 is being requested in order to extend the town's sewer system to areas including Fox Lane, Cross Country, Belknap Street, Crownridge Road, Lee Ann Circle, Spring Road, Morse Street and Adams Street. This work is in compliance with the Wastewater Management Permit, and is part of a planned program of sewer extensions. Mr. Walden noted that he would have preferred to bring this article forward with bid in hand; however, the timing of the availability of the reduced interest rate (about 2% versus 3%) from the Water Pollution Abatement Trust (WPAT) requires action at this Special Town Meeting

since the WPAT funding source at the reduced interest rate is not expected to be available at the next Annual Town Meeting.

There was some discussion of how the DPW encourages residents to connect to the system once installed. Mr. Linnane felt comfortable with the estimate as presented, noting that it includes construction costs, police, contingency, and easements. Mr. Walden is to provide the Committee with information on how many residents will benefit from this work.

Other STM Topics including upcoming meeting schedule

Mr. Arnold noted that Town Accountant Joanne Savignac, Town Manager Jim Malloy, and the business manager of the School Department are scheduled for Thursday's meeting. These presentations should cover the majority of the warrant, with the exception of Article 11 (Library HVAC system). The Library Trustees are waiting for the final engineer's report to provide a better estimate of the cost of their article. An article regarding a Personnel Board expense reimbursement has also been added to the warrant.

Review/Discussion of Advisory Finance Committee Topics GASB 54

Deferred in Ms. Lown's absence.

AFC start of FY2013 Budget/Annual Town Meeting process

Mr. Arnold asked Committee members to begin considering what, if any, action the Committee may want to take regarding its expected position on overall budget level recommendations for the Annual Town Meeting. Mr. Allen wondered if Thursday's meeting could be a good opportunity to discuss with Mr. Malloy the disappointment of the Committee over the 4% tax rate increase of last year, and whether another such increase could be anticipated. Mr. Arnold felt Mr. Malloy might also be able to give a rough idea of his budget message and will include that in Thursday's agenda.

Committee and Liaison Appointments

Mr. Arnold had distributed an updated spreadsheet of proposed Liaison appointments. He will send emails to department heads notifying them of the liaison appointments soon.

Election

(2nd) AFC Representative to Legislative Liaison Committee

Mr. Arnold noted that the AFC may be able to have 2 representatives to the Legislative Liaison Committee. He is waiting for confirmation of this and will keep the Committee posted.

Chairman, Committee Liaison, and Department Liaison Reports

Mr. Arnold noted that Ms. Blazejewski, Ms. Rosenblum Senie, and Mr. Behn had indicated their interest in attending the Association of Town Finance Committees meeting. He also noted that copies of the Personnel Board meeting minutes are available, as well as The Beacon (newsletter of the Massachusetts Municipal Association).

Comments and Concerns of Committee Members

Mr. Allen encouraged residents to attend an event sponsored jointly by the Historical Commission and the Historical Society: a Civil War Encampment to be held at the High School, 10 a.m.- 4 p.m., on Saturday, 24 September.

Adjournment

Mr. Linnane moved to adjourn the meeting at 7:52 p.m. Vote to adjourn was 6 in favor, with 6 being present.

Westborough Advisory Finance Committee minutes
September 19, 2011

Document List

AFC Liaison Requests Assignments FY2012 spreadsheet.
Fall 2011 Town Meeting Draft Warrant, 9-15-11.
Special Town Meeting Articles spreadsheet.