

Members Present: Ed Behn, Chair, Gary Wells, Lisa Blazejewski, Peter Allen, Hank Rauch, Sharon Kaiser, Kathy Rosenblum Senie, Jim Tepper, Tara Howard.

At 7:00 p.m. Mr. Behn called the meeting to order in the lower level Meeting Room at the Westborough Public Library.

Introduction of New Member

Town Moderator, John E. Arnold, was in attendance and wanted to introduce Tara Howard to the Committee. Ms. Howard has been a Westborough resident for over 30 years. Ms. Howard is a former member of the AFC and was appointed years ago by the prior Town Moderator, Joseph Harrington. She is now back and taking over the last year left on John Arnold's term.

Approval of Minutes

Meeting No. 28, April 7, 2014

Mr. Allen and Ms. Rosenblum Senie requested corrections to the minutes. Mr. Wells made a motion to accept the amended minutes from 4-7-14. The vote was 7-0-2 with 9 being present (abstentions: Tepper, Howard).

Call to Order/Open Forum

There was no one here to address the Committee.

Transfer Request – Veteran's Services Budget – Jim Malloy

Town Manager, Jim Malloy, and Board of Selectmen member, Denny Drewry, appeared before the Committee to discuss the Veteran's Services budget. Mr. Malloy explained that Town Accountant, Leah Talbot, flagged the Veteran's Services account as being over budget by approximately \$10,000, and this account would also need an additional \$3,500 to cover expenses associated with the Memorial Day parade and observance. Mr. Malloy was requesting a transfer from the AFC Reserve Fund to the Veteran's Services account in the amount of \$13,500 to cover expenses. Mr. Wells made a motion to transfer \$13,500 from the AFC Reserve Fund to the Veteran's Services Account #15433/5703 in the amount of \$13,500. The vote was 9-0-0 with 9 being present. It was noted that \$230,000 has been transferred from the AFC Reserve Fund to the Snow & Ice budget already which leaves approximately \$56,500 in the AFC Reserve Fund. Mr. Malloy said he didn't anticipate any other transfer requests in the immediate future.

Mr. Malloy also informed the Committee that since the former Veteran's Services Director, George Perry, sadly and unexpectedly passed away, that he has Mr. Drewry acting as interim director. Mr. Malloy said he has placed ads and hopes to have a new director hired by July. Mr. Malloy pointed out that the Town Managers from the four towns covered by Veteran's Services (Westborough, Northborough, Grafton, and Shrewsbury) will make the decision on Mr. Perry's replacement. Mr. Drewry mentioned that he has heard positive feedback from the State, along with the four towns that Veteran's Services covers, on how well the program is going, plus the Town has saved money on payroll expenses by combining services with the other towns.

Executive Session

Mr. Behn moved to enter in to Executive Session at approximately 7:20 p.m. for the purpose of discussing collective bargaining and compensation issues.

A Roll Call vote was taken: Senie – yes, Allen – yes, Howard – yes, Rauch – yes, Wells – yes, Behn – yes, Tepper – yes, Blazejewski – yes, Kaiser – yes.

At approximately 8:10 p.m. the Committee concluded its Executive Session.

Advisory Finance Committee Reorganization Vote

Mr. Behn pointed out that typically after the Annual Town Meeting, the Committee appoints new members, if necessary, and also reorganizes the Committee. Mr. Behn wanted to nominate Mr. Wells for the position of AFC Chair for a term of two years. The vote was 8-0-1 (abstention: Wells). Mr. Behn asked if Committee members had any recommendations for a Vice-Chair. Mr. Wells suggested Ms. Blazejewski as Vice-Chair of the AFC. He felt that she does an excellent job on the Committee, has been a member of the Committee longer than he has so she knows the ropes, and Mr. Wells thought she would make a terrific Vice-Chair to assist him in his first year as Chair. Ms. Blazejewski thanked Mr. Wells and appreciated his confidence in her and the nomination. In looking ahead, she said she didn't mind the role of Vice-Chair but didn't think the role of Chair would fit her strengths. She said she enjoys the special assignments and liaison roles and would consider the Vice-Chair position if it didn't transition to her being the Chair of the Committee. Mr. Wells said that the Vice-Chair position didn't necessarily mean she'd have to become Chair. Mr. Behn suggested that Ms. Blazejewski give the nomination some thought and she could let the Committee know her decision at the next AFC meeting. Mr. Behn asked if there were any other nominations. Mr. Allen said he didn't have a nomination but provided a comment that he thought it would be best if the Vice-Chair transitioned to Chair of the Committee. He has confidence in Ms. Blazejewski and hopes she'll take the first step that leads to the second. Mr. Behn said they would check back with Ms. Blazejewski next month.

Chairman, Committee Liaison, and Department Liaison Reports

Mr. Behn said he had nothing to say as outgoing Chair. He reminded the Committee not to discuss what was said in Executive Session.

Ms. Blazejewski informed the Committee that the next Charter Review meeting will be June 5th and anyone can attend. Ms. Blazejewski asked Committee members if they could review the Charter and let her know if there were any conflicts with the way it is written or provide suggestions for improvement. Ms. Blazejewski mentioned the meetings are held at the DPW and she thinks it starts at either 6:00 or 6:30 p.m. but she will send an email to confirm. She noted that the Charter is the only item under review and not bylaws or system of government.

Mr. Allen said he will have an update on the Municipal Building Committee at the next meeting since the MBC is meeting this Wednesday (5/7) and there will be a walk-through of the new Fire Station and Town Hall. Mr. Allen mentioned construction is going fast and the move in date from the old Fire Station to the new one will be in September, with demolition of the old station after that for use as a parking lot.

Mr. Tepper provided an update on the Gibbons Middle School Building Committee. He said that they are meeting every other week now. They are trying to figure out how to get cars and buses in under tight constraints. The architects on the project are coming up with specification plans and sending to the MSBA (Massachusetts School Board Authority) for approval. Mr. Behn asked about enrollment and if that was affecting the design. Mr. Tepper said that enrollment figures may have been overstated and pointed to the project at 25 West Main Street as an update/renovation/remodel and not an enlargement. Mr. Wells asked if consideration had been given to the second story on that building and Mr. Tepper said it had but it's just an update and not new construction. Mr. Tepper mentioned that the next Gibbons Middle School Building Committee meeting will be Monday, 5/12, at 6:30 p.m. in the Library.

Mr. Behn pointed out that he has been attending the Economic Development Committee meetings as Chair of the AFC and found them useful in case Mr. Wells would like to start going. The meetings are held at the Forbes Building in Room 23 at 8 a.m. on the first Tuesday of the month and Mr. Allen attends these meetings too. Mr. Behn mentioned that other Town officials are present and recommended that Mr. Wells attend. Mr. Behn said that there is also a Finance Team meeting held at the DPW at 6 p.m. on the first Tuesday of the month and recommended Mr. Wells attend that meeting as well.

Mr. Behn said that the next AFC meeting will be Monday, June 2nd and then the July meeting will be July 14th since the last day for transfers will be July 15th.

Westborough Advisory Finance Committee minutes
May 5, 2014

Comments and Concerns of Committee Members

Mr. Allen wanted to thank Mr. Behn for the great job he has done as Chair of the AFC for the past two years. The rest of the Committee agreed and there was a round of applause for Mr. Behn.

Adjournment

Mr. Wells made a motion to adjourn the meeting at 8:34 p.m. The vote to adjourn was 9 in favor, with 9 being present.

Document List

None

Respectfully submitted,
Jessica Thomas
AFC Administrative Assistant