

Westborough Advisory Finance Committee
Minutes of Meeting No. 9 FY2007
February 26, 2007

Approved
March 8, 2007

Members Present: Ian Johnson, Chair, J. J. Malone, Polly Howard, John Arnold, Judy Lucas, Ronn Moody, Cliff Watts, Carolyn Spring (arrived 7:05 p.m.), Jo Lown (arrived 7:35 p.m.) Absent: none.

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

Open Forum

There were no requests to address the Committee.

Approval of minutes – Meeting No. 7, February 5, 2007

Mr. Watts moved approval of the minutes of Meeting No. 7, February 5, 2007. The vote to approve the minutes was 5 in favor and 2 abstentions with 7 members present.

Budget Review – Country Club

Barbara Potaski, Chair, Dexter Blois, John Arnold and Paula Covino presented the proposed budget for the Country Club of \$440,253. As in prior years, the expected revenues from membership dues and greens fees will be greater than the projected expenses.

Changes for FY2008 include:

- increase in the contract for Superintendent of Greens which was re-bid last June for a three year contract
- increase in the cost of fertilizer/chemicals/seed and fuel due to the rising cost of oil
- decreases in the cost of parts and supplies (new equipment requires less maintenance) and the completed payments for leased equipment
- decrease in the cost of buildings and grounds maintenance
- membership dues remaining at current levels with an increase in greens fees
- increase in professional association fees to include education/training for Superintendent of Greens and golf pro.
- increase in indirect costs paid to the Town of Westborough to cover insurance and use of other town services

The committee reported that the maintenance facility has been completed.

An Article will be included in the town warrant (currently #5 in the draft warrant) to pay the balance of a contract (\$2,750) from FY2006.

Budget Review – Municipal Building Committee

John Arnold, Dexter Blois, Calvin Lawrence, and Bob Fryer presented the proposed Articles in the town warrant (currently #23 and #24 in the draft warrant) requesting funds to demolish the Vee-Arc Building and to do a space analysis of all town buildings and departments.

- The committee has determined no possible municipal use for the Vee-Arc Building and demolition is the next step for this town property. The environmental assessment has determined that the ground is clean, but there is asbestos siding and asbestos insulation and old florescent lamps that contain PCBs which will need to be removed. These findings have delayed putting the demolition out to bid, and the committee hopes to have a final figure for the demolition by Annual Town Meeting.
- In order to plan for the needs of the town for the next 20 years, the committee would like to do a space needs analysis to determine the needs of all town administrative and public safety offices. The study would not include current school buildings or the library. The cost estimate for this

work is \$125,000 with some of the funds becoming available from prior years' Articles. They would hope to get a report from the contractor by January 2008.

Budget Review – Recreation

Frank DeSiata presented the proposed budget for the Recreation Department of \$206,558, an increase of \$7,750. The budget covers only personnel costs as all other expenses are paid out of the revolving account using program fees. The increases include a cost of living increase for the Director, step increases for the administrative personnel, and increases (tied to the increase in the state minimum wage) for temporary and seasonal workers. Most of the department's employees are residents of Westborough, and most of the Rec Programs are well subscribed. The new shelter at the Haskell Street field was paid from the revolving fund. Eventually the lights at the Haskell Street field will need to be replaced as they are 27 years old and beyond the expected life. All facilities are heavily utilized and in good condition.

A Regularly Recurring Article will be included in the town warrant (currently #10F in the draft warrant) to request \$2,500 for the annual July 4th celebration.

Liaison Updates

Ms. Lucas reported that Linda Swadel of the Assessor's Office will only have cost of living increases in the budget request. Dr. Towle will be ready to present the School Department budget in about one month. They are looking at 10 new positions to address class size issues.

Ms. Spring has been working with the Town Attorney on his first budget.

Dr. Malone reported that Henry Danis is ready to present his budgets and has mainly the scheduled salary increases. Maryanne Bilodeau will report on insurance and buildings and grounds budgets and is still waiting for some information.

Ms. Howard went over the tentative schedule of presentations.

Mr. Arnold reported that the Government Study Committee has finalized the interim report to present to the Board of Selectmen.

Comments and concerns of Committee members

- Mr. Johnson cancelled the meeting on Thursday March 1.
- Dr. Malone informed the committee that he has decided not to seek reappointment to the Advisory Finance Committee when his term expires after Annual Town Meeting. Mr. Harrington has also been informed.
- Dr. Malone will be asking Paul McNulty of the Board of Health to speak about the low recycling rates in town.
- Dr. Malone pointed out that the School Department has put the slides from the Superintendent's budget presentation to the School Committee on their web site.
- Mr. Johnson confirmed the joint meeting with the Board of Selectman and the Wastewater Treatment Plant will be held on Monday March 5 across the street.

Adjournment

At 8:44 p.m. Mr. Watts moved to adjourn the meeting. The vote to adjourn was unanimous (9 present and in favor).