

Advisory Committee Minutes

Date: Tuesday, January 8, 2019

Present: Kirchner, Benjamin, Boyle, Lauer, Myerson, Hurd (via telephone)

Meeting called to order at 7:02.

Advisory Committee Report for Town Report

Chairman Boyle updated the committee's annual report from last year, not changing general description of the committee. The report is due on January 16, and Boyle asks for members to review the text and email changes to the chairman.

7:10 p.m.: Economic Development Commission (EDC)--account 182

This account is level-funded at \$1,000.

EDC Chairman Eric Neyland described the EDC's expenditures, starting with the yearly business breakfast (\$500-\$600), which usually includes the local state representatives, senator, and the Chamber of Commerce. He said it is an opportunity to share ideas. Usually is attended by 40 to 50 people. There are roughly 25 businesses in town and is recorded for local-access TV. The goal of the breakfast is to make businesses feel welcome in Bolton.

Another \$250 is spent on the Bolton business brochure, which directs visitors to points of interest in town. (The largest number of brochures goes to Nashoba Winery)

Asked about \$150 listed as "miscellaneous," Neyland explained that the money went for such events as a local farmer's market and "pushing" events on Facebook.

The EDC website is maintained pro-bono by Lisa Miller, who now works for a bigger company.

Advisory Action: Approved unanimously. (Kirchner/Benjamin)

7:30 p.m. Historical Commission--account 691

Level-funded at \$6,250

Alice Coggeshall and Bob Bush attended.

The "Services and Supplies" line includes repair work in cemeteries.

The commission is currently working on a potentially new historic district in East End, a process that typically takes 6 to 10 years.

Chairman Boyle asks why the Payment of Services line had not been spent as of December. It was explained that much of that work couldn't be done until spring.

Advisory Action: Approved unanimously (Myerson/Hurd)

7:50 p.m. Veterans Agent—account 543

Amount requested: \$41,899.

(Veterans' Agent Cabral is not present)

Town Accountant Ninotchka Rogers explains that the veterans line has more than doubled, because of an increasing number of veterans and spouses in need of services. This item is 75-percent reimbursed.

Advisory Action: Unanimously approved. (Benjamin/Lauer)

8:00 p.m. Conservation Commission—Account 171:

Chairman Boyle points out that the Conservation Commission's initial budget request of \$92,310 is not level-funded, and with exception of the grant application, the commission needs to be prepared to understand that their requests for above level funding is not approved. Ann Hurd points out that the budget does not include any back up, justification or prioritization.

Advisory Action: None. Liaison Myerson will meet with Conservation Agent to discuss budget.

While waiting for the Building Inspector to present his budget, Advisory began discussing the report of the Fire Department liaisons Lauer and Kirchner. (See below)

8:15 p.m. Building Inspector—Account 241

Michael Sauvageau, the building inspector, stated that his office's budget request of \$33,452 is level-funded, except for COLA for wages. He also told that his department has adjusted its fees upwards, using schedules in the national building code. Permits fees are based square footage, the tax rate and type of building. The new fees went into effect on December 18, 2018. Sauvageau also said his department was adopting a paperless system that will save time and space and bring Bolton into parity with other communities—as well as bringing in more revenue.

Advisory Action: Approved unanimously (Myerson/Benjamin)

Other business:

Fire Department liaisons Lauer and Kirchner briefed Advisory on their initial discussions with newly appointed Fire Chief Jeff LeGendre. Kirchner also mentioned ongoing liaison discussions with DPW chief Joe Lynch. Both department heads were queried about significant increases in their budget requests, including capital items.

Chairman Boyle mentioned that capital requests would be reviewed with the Capital Planning Committee in coming weeks.

8:22 p.m. Adjournment:

Unanimous (Benjamin, Hurd)

-- Submitted by Committee Secretary Joe Myerson