

ADVISORY COMMITTEE MEETING

Tuesday, March 16, 2021

6:30 PM

Virtual, via Zoom

Members present: Brian Boyle, Omid Gharony, Bob Guerriero, Ann Hurd, Craig Lauer, and Bill Nickles

Members absent: None

Call to order: Chairman Boyle called the meeting to order at 6:30 PM. The entire meeting can be viewed by going to:

[Bolton Access TV – Advisory Committee Meeting](https://youtu.be/yXfYI5KX1bU)
<https://youtu.be/yXfYI5KX1bU>

Agenda Item #1: NRSD School Committee Bolton Representatives – Amy Cohen, Mike Horesh and Mary McCarthy

- Purpose for the meeting is to lay the groundwork to improve communication with the NRSD School Committee.
- Brian Boyle presented a summary of the NRSD assessment and its impact on the budget with the following points:
 - Because the town budget is constrained by Proposition 2.5, an increase in the NRSD assessment could consume all of the allowed increase. With a NRSD assessment increase of 3.5% essentially all of the Prop 2.5 increase would be consumed.
 - As a percent of the town's operating budget the NRSD assessment has increased over the last ten years. The FY21 NRSD assessment was approximately 62% of the town's operating budget when ten years ago it was approximately 58%.
 - Over the last ten years, the town's operating budget has increased by 33.56% while the NRSD assessment portion has increased by approximately 43%. If you back out the NRSD assessment from the budget the town's operating budget has increased by approximately 20%.
 - The assessment figure is made up of a fixed- calculated by the state using a formula- and a variable portion determined by the school committee.
 - The town of Stow has had an assessment that has declined in the last 2 of 3 years.
 - A point was made that the NRSD assessment puts immense pressure on the town's budget and other non-education spending priorities.
- A concern was expressed that if the NRSD assessment continue to increase on its current trajectory that Prop 2.5 would be exceeded.
- There is currently no Bolton representation on the NRSD Budget Warrant Subcommittee, which is unusual and should be rectified in coming years. This limits visibility into the budget process.

- Craig Lauer asked the question- when was the last time 2 out of 3 towns rejected the NRSD budget? It was not known when or if that had happened.
- The conversation concluded with promise to further communication with the Bolton school committee members to improve collaboration.

Agenda Item #2: Human Resources and Treasurer budget changes – Budget items 145 and 147

- The educational assistance line item is being moved from Treasurer to Human Resources.
- The amount requested for educational assistance is \$3,840, which is the cost for all town employees.
- **MOTION:** Ann Hurd moved to approve educational assistance be moved from Treasurer to Human Resources, for a total Human Resources budget of \$13,305; seconded by Craig Lauer. **VOTING IN FAVOR:** Brian Boyle, Bob Guerriero, Craig Lauer, Ann Hurd, Bill Nickles and Omid Gharony. **VOTED AND PASSED UNANIMOUS (6-0).**

Agenda Item #3: Town Accountant – Budget item 135

- Ninotchka Rogers presented the budget.
- A request to increase software support by \$2,490 for a total of \$9,095.
- This is a one-time cost which allows invoices to be scanned into the platform as PDFs.
- Reflecting this increase the total budget would be \$102,616.
- **MOTION:** Ann Hurd moved to approve the Town Accountant budget as presented, for a total of \$102,616; seconded by Bill Nickles. **VOTING IN FAVOR:** Brian Boyle, Bob Guerriero, Craig Lauer, Ann Hurd, Bill Nickles and Omid Gharony. **VOTED AND PASSED UNANIMOUS (6-0).**

Agenda Item #4: Regional Dispatch – Budget item 299

- The Regional Dispatch budget request is \$199,500.
- **MOTION:** Craig Lauer moved to approve the Regional Dispatch as presented, for a total of \$199,500; seconded by Omid Gharony. **VOTING IN FAVOR:** Brian Boyle, Bob Guerriero, Craig Lauer, Ann Hurd, Bill Nickles and Omid Gharony. **VOTED AND PASSED UNANIMOUS (6-0).**

Agenda Item #5: Nashoba Regional School District – Budget item 301

- The assessment is \$16,317,623.
- This is a 2.94% increase from last year.
- **MOTION:** Craig Lauer moved to approve the NRSD budget as presented, for a total of \$16,317,623; seconded by Bob Guerriero. **VOTING IN FAVOR:** Brian Boyle, Bob Guerriero, Craig Lauer, Ann Hurd, Bill Nickles and Omid Gharony. **VOTED AND PASSED UNANIMOUS (6-0).**

Agenda Item #6: Debt Service

- Only new capital item is the DPW truck as the firetruck will not be financed until FY22.

- The DPW truck can be financed over two years as opposed to five.
- Cost of borrowing is currently 2% or lower.
- **MOTION:** Craig Lauer moved to approve the Debt Service as presented, for a total of \$1,184,841; seconded by Omid Gharony. **VOTING IN FAVOR:** Brian Boyle, Bob Guerriero, Craig Lauer, Ann Hurd, Bill Nickles and Omid Gharony. **VOTED AND PASSED UNANIMOUS (6-0).**

Agenda Item #6: Total Town Budget

- **MOTION:** Craig Lauer moved to approve the Town Operating Budget as presented, for a total of \$25,969,448; seconded by Bob Guerriero. **VOTING IN FAVOR:** Brian Boyle, Bob Guerriero, Craig Lauer, Ann Hurd, Bill Nickles and Omid Gharony. **VOTED AND PASSED UNANIMOUS (6-0).**

Agenda Item #7: Warrants

- Article 1 – Accept Annual Reports
 - Motion to approve by Ann Hurd; seconded by Craig Lauer
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 2 – Unpaid Bills for Fiscal Year 2019 and 2020
 - Motion to approve by Bill Nickles; seconded by Craig Lauer
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 3 – Fiscal year 2021 Operating Budget
 - Approved earlier
- Article 4 – Spending Limits of Revolving Fund Accounts
 - Motion to approve by Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 5 – Amend ALS Revolving Fund to Add Second Signatory
 - Motion to approve by Craig Lauer; seconded by Bob Guerriero
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 6 – Waste Water Treatment Facility Repairs
 - Motion to approve by Bob Guerriero; seconded by Ann Hurd
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 7 – Tax Title Revolving Fund
 - Motion to approve by Bill Nickles; seconded by Craig Lauer
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 8 – Injured on Duty Fund
 - Motion to approve by Bob Guerriero; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 9 – Amendment to the Code of the Town of Bolton, Division I, Part I, Administrative Legislation, Chapter 70, Personnel Policies, Section 12 Fringe Benefits
 - Motion to approve by Craig Lauer; seconded by Ann Hurd
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 10 – Name Change – Board of Selectman to Select Board
 - Motion to approve by Bill Nickles; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**

- Article 11 – Amendment to the Code of the Town of Bolton, Division I, Part III, Zoning Bylaw, Chapter 250 Zoning, to Amend Section 250-21.D. Accessory apartments and Section 250.12. Schedule of permitted uses as well as Add Accessory Apartment to Section 250-28. Terms, defined.
 - Did not vote
- Article 12 – Amendment to the Code of the Town of Bolton, Division I, Part III, Zoning Bylaw, Chapter 250. Zoning, to Amend Section 250-18. Temporary signs.
 - Motion to approve by Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 13 – Amendment to the Code of the Town of Bolton, Division I, Part III. Zoning Bylaw, Chapter 250. Zoning, to add Section 250-xx. Outdoor Lighting
 - Motion to approve by Craig Lauer; seconded by Bob Guerriero
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 14 – Acceptance of Houghton Farm lane
 - Motion to approve Craig Lauer; seconded by Ann Hurd
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 15 – Security Camera System
 - Motion to approve Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 16 – Cruiser Camera System
 - Motion to approve Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 17 – Fire Truck
 - Motion to approve Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 18 – Bolton Fire-EMS Ambulance
 - Motion to approve Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 19 – 19,000 Gross Vehicle Weight Dump Truck Body and Plow
 - Motion to approve Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 20 – Plow and Associated Equipment for 46,000 Gross Vehicle Weight Dump Truck
 - Motion to approve Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 21 – Town Building Evaluation
 - Motion to approve Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 22 – Library Driveway Replacement
 - Motion to approve Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 23 – Florence Sawyer School Boiler
 - Motion to approve Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 24 – Emerson School Air Duct Cleaning

- Motion to approve Craig Lauer; seconded by Ann Hurd
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 25 – Smoke Detector Replacement
 - Motion to approve Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 26 – Florence Sawyer School Oil Tank Removal
 - Motion to approve Craig Lauer; seconded by Ann Hurd
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 27 – Authorize Town Election
 - Did not vote

Agenda Item #8: Transfer Requests

- \$1,920 for education assistance.
 - Motion to approve Craig Lauer; seconded by Omid Gharony
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- \$6,720.05 for foreclosure process fees.
 - Motion to approve Craig Lauer; seconded by Ann Hurd
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- \$3,000 for outstanding legal bills.
 - Motion to approve Craig Lauer; seconded by Bob Guerriero
 - **VOTED AND PASSED UNANIMOUS (6-0)**

Agenda Item #9: Meeting minutes from March 2, 2021

- **MOTION:** Craig Lauer moved to approve the meeting minutes as presented; seconded by Omid Gharony. **VOTING IN FAVOR:** Brian Boyle, Bob Guerriero, Craig Lauer, Ann Hurd, Bill Nickles and Omid Gharony. **VOTED AND PASSED UNANIMOUS (6-0).**

Adjourn: **MOTION:** Craig Lauer moved to adjourn at 8:24; seconded by Ann Hurd. **VOTING IN FAVOR:** Brian Boyle, Bob Guerriero, Craig Lauer, Ann Hurd, Omid Gharony and Bill Nickles. **VOTED AND PASSED UNANIMOUS (6-0).**

Approved by the Advisory Committee