

ADVISORY COMMITTEE MEETING

Tuesday, December 21, 2021

6:30 PM

Virtual, via Zoom

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

Members absent: Omid Gharony

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](#)

Agenda Item #1: Approval of meeting minutes

- Meeting minutes from November 23, 2021 were submitted for approval.
- Motion to approve minutes by Craig Lauer: seconded by Brian Boyle. **VOTED AND PASSED UNANIMOUS (5-0).**

Agenda Item #2: Preliminary review of fiscal year 2023 budget submissions

- The following are initial questions / comments regarding budget submissions by each department where applicable:

Budget #	Questions / Comments	Assigned to
123 / Town Administrator	Negotiations are currently underway for all union employees. These budget numbers do not include union increases or COLA numbers, but a 3% COLA is expected. This budget is basically level funded but does not include the expected compensation reserve increase which is used to offset union wage increases.	
131 / Advisory Committee	Dues may go up slightly for the MA Municipal Association.	
151 / Legal Services	We need to look at the run rate to see if an increase is needed.	
161-163	This budget includes Cost of Elections and Street Listings which will be listed in future budget spreadsheets. Brian Boyle stated that it is an election year so it is expected that Cost of Elections will increase.	
171 / Conservation Commission	Ask about decrease in the Vernal Pool line item and increase in the Conservation Fund line item.	

175-176 / Planning Board	There is a \$30k request for the hiring of experts to assist in the Master Planning process. This line item could remain in the budget for future years. Quotes are being obtained to have better clarity on cost.	
190 / Town Buildings	Question to Randy Heglin whether level funding was realistic given rise in heating costs. This also is in other budget numbers as well.	Bill Nickles
210 / Police Department	This budget number does not reflect the ongoing union negotiations so salary and wages will change. Question whether the gas line item needs to be increased. Continued concern about the purchase of a new cruiser every year.	
230	Brian Boyle would like to know how the \$215,900 wages for firefighters is calculated.	
294 / Tree Warden	Question about increases in tree trimming and disposal.	
299 / Dispatch	The number presented is an estimate, but it is expected to increase by at least 5%	
421 / DPW	Ask Randy Heglin whether Chapter 90 money could be used for any budget items.	Bill Nickles
440 / Sewer	Question whether this should fall under DPW to review invoices as opposed to Town Hall.	
522 / Nursing	The nurse is employed by the Nashoba Board of Health and the town pays for access.	
543 / Veteran Services	Need to have a better understanding how veteran benefits are determined and paid out.	Bob Guerriero
630 / Parks and Recreation	Both wages and purchases and services have seen increases that needs better understanding. Also, a question of what revenue offsets can be expected.	Bill Nickles
691 / Historical Commission	There needs to be better understanding of the overlap between Historical commission and the Cemetery commission regarding repairs and maintenance.	

Agenda Item #3: Advisory Committee business

- Brian Boyle brought up that the initial numbers from Minuteman are up 40% in part due to increase enrollment.
- Draft calendar of upcoming meetings was reviewed and agreed to.
- Adjourn: Motion to adjourn Craig Lauer at 7:33 PM, seconded by Bob Guerriero;
VOTED AND PASSED UNANIMOUS (5-0).

Approved by the Advisory Committee