The meeting was called to order by Chair Lori Loughlin at 6:15 p.m.

MINUTES:  Brad Hibbard made a motion to approve the minutes of March 14, 2018 as presented.  Pam Griffing second.  Vote was unanimous to approve the minutes of March 14, 2018 as presented.

The Selectboard and Executive Secretary Johanna Swain were present to review and provide information on Budgets #2, 8, 14, 15, 16, 34, 44, 48.

**Budget #2: Selectmen:** Executive Secretary Salary increased $5258.70 (7% increase - 2% COL, 4% Step increase, 1% Stipend). Expenses level funded.

**Budget #8: Legal Counsel:** As of March 1, 2018, $26,000 of FY18 $75,000 has been expended. The Selectboard said they would be going through union negotiations in FY19. Legal expenses appear to be dropping and it was agreed to reduce the requested amount from $75,000 to $65,000.

**Budget #14: Town Hall:** The Custodian increase is 2% COL. Johanna said the copier expense increased by $4000. (133% increase) because we now have a maintenance program and the telephone expense is lower due to negotiating a lower rate. Due to an agreement with the Water Department the town will not be charged for water, except for a $60 fee for backwash.

**Budget #15: General Insurance:** Johanna said the town opted for an increased 3% lock rate for FY19.

**Budget #16: Town & Advisory Reports:** Budget request is level funded at $4200.
Budget #34: Municipal Lighting: Budget request decreased from $28,000 to $25,000 due to decrease in rate.

Budget #44: Celebrations: Budget request is level funded.

Budget #48: Central Mass Regional Planning: Budget request increased by 2 ½%. The town is billed for these services. In addition, Johanna Swain said the town has received a $5,000 grant for Master Plan implementation through CMRP.

Chief O’Donnell, Sergeant Letendre and Officer Earl were present to discuss Police and Emergency Management budget requests.

Budget #28: Emergency Management: Chief O’Donnell explained that although only $590 has been spent out of this year’s budget, the remaining monies are needed for an annual reimbursable Emergency Management Grant. The budget request for level funding with a 2% COLA for Chief O’Donnell.

Budget #18: Police Budget: Chief O’Donnell said most of his budget request is the same as last year. The salary account has increased by $24,586 (4.89% increase), primarily due to negotiated salaries. The Chief addressed the following requested items in his expense budget:

- **Taser replacement**: The Chief requests to replace 9 taser units via lease program at a cost of $5000. per year for five years. After discussion Phil Landine suggested the Police Department purchase 2 tasers from the current year budget and 4 additional tasers at a cost of $5400 from the FY19 budget. The Chief agreed with the recommendation.

- **Defibrillators**: The Chief requested $5100 in an article for the purchase of 4 defibrillators to replace those currently in service. Brad Hibbard asked if anyone had tried to seek donations for these devices. Phil Landine said he would seek a donor(s) and would revisit the request for funding prior to the ATM.

- **Patrol Rifle Suppressors**: The Chief requested 4 patrol rifle suppressors for tactical, health and safety reasons at a cost of $2000. It was recommended that this item remain in the budget request.

- **Lease of an Additional Patrol Vehicle**: The Chief requested $15,250. to enter into a lease agreement for an additional patrol vehicle. The department currently has 5 vehicles with the listed mileage in its fleet: 2016 (Chief’s vehicle) 74,200 miles; 2016 Cruiser #1 - 34,291; 2017 Cruiser #2 - 65,726 miles; 2017 Cruiser #3 – 8,631; 2008 Taurus – 154,997. Sergeant Matt Letendre explained that the lease of an additional cruiser would extend the service life of the vehicles currently in the fleet. He explained the patrol vehicles average 24,000 miles per year and the department typically requests to replace them at 95-
1000,000 miles. Discussion held on the request. The Selectboard took the request under advisement.

The Advisory Committee recommends approval of the budgets as submitted in accordance with the stated comments above.

WARRANT ARTICLE REQUEST REVIEW:

Articles 1 through 9 are standard articles.

Article 10: Reserve Fund $50,000.

Article 11: Tax Title Expense $10,000. Discussion conducted on the need to put additional money into this account. There is currently $26,000 in the account and the Selectboard does not anticipate a need for additional funding at this time. The Selectboard and Advisory Committee agree this article should be deleted.

Article 12: Town Building Maintenance Account $10,000.

Article 13: Truck Lift for Highway Department $20,000. The Selectboard and Advisory Committee agree this is a safety issue and support this article.

Article 14: Highway Truck $225,000. Jim Daley will meet with the Advisory Committee on April 2nd. The Selectboard and Advisory Committee agree further discussion needed prior to recommendation.

Article 15: Private Road Account $5,000.

Article 16: Principal & Interest on highway loader $47,214.

Article 17: Town Road Maintenance: The initial request was for $100,000. After discussion the Selectboard and Advisory Committee recommend reducing the request to $50,000, in line with last year’s request.

Article 18: Grind Brush & Trees at Drop Off Center $20,000. Jim Daley provided an approximate cost to address this need. After discussion it was recommended the Highway Department get estimates on the actual cost. Phil Landine noted that this need will continue and suggested the Board of Health establish a fee schedule for the disposal of trees and brush at the Drop Off Center, similar to the fee schedule in place for computer and household items.

Article 19: Air Compressor for Highway Department $4,500. Jim Daley advised Phil Landine that he has located a used air compressor that he may be able to purchase with funds from his FY18 budget. This article placed on hold pending further information from Jim Daley.

Article 20: Peg Access & Cable Related Fund. The Advisory Committee believes this article was approved at last year’s ATM. Johanna will contact Barry Gillogy for further information.

Article 21: Raise & appropriate or transfer from available funds $200,000 to pay for New Braintree Waterline Extension Project borrowing. The Selectboard and Advisory
Committee agreed on the need to address this loan. Further discussion needed on funding source prior to final recommendation.

**Article 22:** Repair brick work on fire station $8,000. Johanna suggested this work could be funded via the Town Building Maintenance Account (Article 12). It was agreed that this article be deleted.

**Article 23:** OPEB (Post-Employment Benefit Account): Discussed and recommended that $50,000 be added to this underfunded account

**Article 24:** $10,000 from Water Surplus Account to clean Well #3 and 4. Water Department expense funded by their surplus account.

**Article 25:** Landfill Solar Facility. Diane Vayda explained the need for Articles 25, 26 & 27 to address solar field permitting in the future.

**Article 26:** Solar Bylaws.

**Article 27:** Revolving fund for removal of ground mounted solar facilities.

**Article 28:** Local Marijuana Sales Tax. Diane Vayda said the Planning Board is requesting Articles 28, 29 & 30 be placed on the ATM warrant. Brad Hibbard asked if any advance information will be supplied to voters in before the ATM. Diane said there will be a public hearing prior to Town Meeting.

**Article 29:** Temporary moratorium on use of land for adult use marijuana establishments.

**Article 30:** Temporary moratorium on operation of adult use marijuana establishments.

**Article 31:** Decrease membership of Conservation Committee – The Conservation Committee is requesting a decrease in membership from 7 to 5 due to vacant seats on the board resulting in the lack of a quorum at meetings.

**Article 32:** Sale of sculptures from Rice Fountain. Common Committee requests permission to sell these sculptures at auction and place funds in the Common Committee Donation Account to be used for future common expenses.

**Article 33:** Defibrillators for Police Department. The Advisory Committee recommends this article be deleted. Refer to discussion in Police Budget.

**Article 34:** Engineering costs for Public Safety Complex $30,000. Phil Landine said the Selectboard is requesting this funding to begin the planning process for a future public safety complex.

**Article 35:** The Advisory Committee asked if the town would consider closing out prior year article supported funding. Johanna has begun the process of identifying these accounts and receiving approval from the article sponsors to close them out. Repatriation of these funds require a vote at ATM. The Selectboard and Advisory Committee recommend these funds be placed in the Stabilization Account. Johanna will draft an article for inclusion on the warrant.
Old/New Business:  
Town Finance Update: Phil Landine addressed accounting issues and reported the Selectboard will be advertising for a permanent accountant. He further reported that the current contracted tax collector has done a good job of cleaning up past property and excise tax issues. The current situation with the FY19 excise tax bills does not lie with the tax collector as the bills were delivered to the Post Office. The forensic audit of town finances is ongoing.

Excise Tax Bills: Excise tax bills were delivered to the Post Office for mailing in February. For an unknown reason many of the bills were not delivered to the intended recipients. The Selectboard is working with the Post Office and Jeffries & Jeffries to resolve the issue. The bills have been reprinted and will be mailed on March 30th. The payment due date has been extended for 30 days due to the problem.

Highway Department Articles: Jim Daley provided Johanna with a list of articles requested by the Highway Department for review by the Selectboard and Advisory Committee. Jim is scheduled to meet with the Advisory Committee on April 2, 2018.

Solar Field Update: Diane Vayda attended the ZBA public hearing on the proposed solar array on Route 67 Boston Post Road. Many residents were present and voiced their concerns. Dynamic Solar questioned the amount of decommissioning funds requested by the town and believes it would place a negative impact on the project. The ZBA will meet again on April 10th to further discuss the project.

Advisory Committee Policy: Lori Loughlin reminded committee members to be careful when providing their personal opinions and recommendations to residents, voters and other committees/boards. It must be made clear that they are speaking as a resident/voter and not as a member/representative of the Advisory Committee when speaking with others. All official Advisory Committee business should be communicated through the committee chairperson.

Our next scheduled meetings are Monday, April 2 and Tuesday, April 3, 2018.

Tom Long made a motion to adjourn the meeting. Brad Hibbard second. The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Christine M. Long,  
Secretary