

TOWN OF FOXBOROUGH

ADVISORY COMMITTEE

MINUTES

January 10th, 2018

Committee Members Present: Bernard Dumont, Thom Freeman, Seth Ferguson, Jennifer Frank-Bonnet, Sue Dring, Michelle Raymond, Sean McCarthy, Sharon Weiskerger, Larry Ooi, Stephanie McGowan.

Members Absent: Robert Canfield, Brent Ruter.

Others Present: Randy Scollins, Lisa Sinkus, Bob Worthley, Roger Hill, Virginia Coppola, Chris Gallagher.

The meeting was brought to order at 7:08 PM by Bernard Dumont. Bernard welcomed, suggested a tip to keep on point

7:09 PM The Advisory Committee (ADCOM) invited Director Roger Hill, of the Highway/Water-Sewer Department, to present budget requests on the following:

7:25 PM 450/460 Water & Sewer Enterprises. Director Hill is requesting additional staff in the form of a water technician, a water treatment plant supervisor and a clerk. The clerk position is to assist with the Water Board of Commissioners' initiative to go to monthly billing versus a quarterly billing. Roger and Bob explained that this billing process would allow the DPW to closely monitor water usage (to detect damage or leaks). Stephanie, Sean and Roger discussed the value of creating a new position to meet the needs of the community versus the impact it would have on the town budget and the tax payer.

Michelle inquired how many buildings were serviced by the DPW, to which Roger responded approximately 6000. Michelle then inquired if the monthly billing measure was a response to a challenge in operations. Bob and Roger explained the DEP reporting process for conservation, and accounting for lost water. Bob stated that the monitoring of water was less for billing and more for protecting the town for not going over limits and having too much unaccounted for water. Thom inquired if there was way to set up an automatic billing process or an online presence. Lisa Sinkus replied in the affirmative and explained the automatic billing procedures as they exist now. Bernard redirected the conversation back towards the overall view, because the program is self-funding it is self-sustainable. Randy reported that in 5 years debt servicing will drop by \$300,000. Bob and Stephanie talked about the Tech Grades and what each mean. Seth inquired about chemical price increases. Bob explained that prices are going up and the new treatment plant needs to be stocked.

Thom asked if there was anyway to outsource meter reading and clerical processing. Roger explained the end game plan for Foxborough stating that the goal is to eventually have 24/7 remote electronic metering. Sue inquired to the amount of pipe that needs to be replaced in town, to which Roger responded that 21 miles needed to be replaced for various reasons (examples: pipes made of improper materials such as concrete asbestos, cast iron pipe, or pipes that are undersized). Roger intends for most pipes in Foxborough to be made of ductile iron or C900 "Blue" Pipe.

7:23 PM 424 Street Lighting. Roger explained how nearly all of the streetlights are now LED, and the project is nearly complete. Randy stated that the savings to the town was immense and that the financing was optimal. Sean inquired to the budgetary remnants of the project, to which Randy and Roger explained that they went to electricity and maintenance costs.

8:32 PM 410 Highway/Tree & Park. The Director broke down the line and his need for another laborer and a mechanic as there are over 140 pieces of equipment that need servicing. Roger explained that the senior mechanic left and the position was reduced and capped to a lower rate. Sean asked about privatizing mechanics. Roger stated that going out for bids is complicated and costly. Chris explained Highway Tree and Park operations, status of the vehicle fleet, and provided other general information about the department. Roger explained that a unique challenge his division faces is that the Director doesn't have the authority to comingle the budget as the departments are split (therefore creating lack of flexibility and autonomy). Due to this, the Director must request staff increases equally between the departments as if they were separate departments instead of an overall division. Stephanie and Chris discussed using other communities as a baseline for operations.

7:09 PM 423 Snow & Ice. Roger briefed the ADCOM on the Snow and Ice Budget, stating that it was a level budget. Randy explained how Snow and Ice is taken off the top of the taxes from the following year. Roger also explained that occasionally the town gets money back from the state, this year it was a \$130,000 return. Sue asked how many plows were in operation. Roger stated that 19 are from Town. Seth, Roger and Randy discussed the total breakout of the budget line. Randy explained that Snow and Ice is considered a legal deficit and that relief monies are considered only for expenditures above budget. Sue asked about fuel for operations. Roger stated that fuel was in separate line budget. Randy stated that fuel is included in the budgetary submission to the state.

7:19 PM 430 Solid Waste – Landfill. Roger reported that the burden of maintaining the landfill was shifted to the solar provider who installed the solar field. The remaining budget is for facility maintenance and electricity of the town building on the property.

7:22 PM 433 Solid Waste – Collection. No change, level budget.

9:13 PM ADCOM voted on November 15th Meeting Minutes.

Sue made a motion to accept the minutes, seconded by Bernard.

Vote: 8/0/1

9:15 PM ADCOM voted on November 29th Meeting Minutes.

Bernard made a motion to accept the minutes, seconded by Sue.

Vote: 9/0/0

9:17 PM ADCOM Open Discussion and preparation for the School Committee meeting.

Sean, Seth, and Thom wanted to see class sizes and salaries broken out to show a trend over the past few years. CIP reviews and breakouts: Sean stated that he discussed with the Town Moderator methods to change the CIP process. The ADCOM also suggested a dollar amount being included to separate requests from the CIP and make them into warrant articles. Sean, going on record, stated that he intends to formulate a warrant article to address the CIP process, and that he will be doing so as a private citizen and not as a member of the ADCOM.

10:00 PM Bernard motioned to adjourn, seconded by Larry.

Vote: 9/0/0

Next meeting to be held and located at the Andrew Gala Jr. Meeting Room on January 17th 2017, at 7:00 PM.


Notes: A member of the committee left before the voting phase, bringing the total number of eligible voters to 9.

Minutes Taken by Matthew Mackenzie


Minutes approved by Vote of the Advisory Committee.

Date of Meeting:

Vote:



Signature of Chairperson



Signature of Vice Chairperson