

Tuesday, January 21, 2020  
Board of Selectmen Meeting Minutes  
Foxborough Town Hall  
Andrew Gala, Jr. Meeting Room  
7:00 p.m.

**Members Present:** Mark Elfman, Chair  
Leah Gibson, Vice Chair  
Ed O'Leary, Clerk  
David Feldman  
Chris Mitchell

**Also Present:**  
William Keegan Jr., Town Manager  
Michael Johns, Assistant Town Manager  
Christina Metcalf, Community Info. Specialist

**1. 7:00pm - Citizen's Input – No input.**

**8. Action Items**

8.01 Motion to accept Gift Donation for \$240.00 for TaiChi classes for the months of November and December by the Friends of Foxboro Seniors by E. O'Leary, 2<sup>nd</sup> by D. Feldman. **Approved 5-0.**

8.02 Motion to approve a 2 day entertainment license for Motorcycles of Manchester Inc. on 1/25/20 from 9am to 5Pm and on 1/26/20 from 10am to 4pm by E. O'Leary, 2<sup>nd</sup> by D. Feldman. **Approved 5-0.**

8.03 Motion to approve a 3 day Wine and Malt License for Motorcycles of Manchester, Inc. for 1/24, 1/25, and 1/26 by E. O'Leary, 2<sup>nd</sup> by D. Feldman. Discussion: C. Mitchell – Motion needs to be changed from Entertainment License to Wine and Malt License. **Approved 5-0.**

8.04 Motion to approve tuition reimbursement for Sergeant Ken Fitzgerald in the amount of \$1,849.50 by E. O'Leary, 2<sup>nd</sup> by D. Feldman. **Approved 5-0.**

8.05 Motion to approve a tuition reimbursement for Officer Charles Gallagher in the amount of \$4,605.0 by E. O'Leary, 2<sup>nd</sup> by D. Feldman. 0. 2<sup>nd</sup> by DF. **Approved 5-0.**

**2. 7:05pm - Public Hearing - Colwen Management, Inc. d/b/a Renaissance Hotel at Patriot Place and Hilton Garden Inn at Patriot Place- Alteration of Premises - Jon Aieta of McDermott, Quilty and Miller LLP, Socrates Ramirez, General Manager**

**Change of configuration of rooms with some interior wall shifting.**

D. Feldman is there any change of egress? J. Aieta – No, everything stays the same.

C. Mitchell – For the record I met with Socrates and he walked me through the space.

Motion to close the public hearing by E. O'Leary, 2<sup>nd</sup> D. Feldman. **Approved 5-0.**

Motion to Approve the Application from Colwen Management, Inc., d/b/a Renaissance Hotel at Patriot Place and Hilton Garden Inn at Patriot Place for an Alteration of Licensed Premises as proposed by E. O'Leary, 2<sup>nd</sup> D. Feldman.

**Approved 5-0.**

**3. 7:10pm CBS Scene Patriot Place LLC d/b/a CBS Sporting Club and Big Night Venues Foxboro LLC d/b/a The Scorpion Bar & Mexican Cantina- Application for Change of Manager.**

Michael Lisitza, Regional Manager - I have been with Big Night Venues for one year. I moved to Foxborough 4 months ago to oversee both establishments. I have a hospitality degree and a beverage degree and been in the entertainment industry for 19 years, with a background in nightclub managements.

Motion to Approve the Change of Manager for CBS Scene Patriot Place LLC d/b/a CBS Sporting Club from Christopher Klein to Michael Lisitza by E. O'Leary, 2<sup>nd</sup> D. Feldman. **Approved 5-0.**

Motion to Approve the Change of Manager for Big Night Venues Foxboro LLC d/b/a The Scorpion Bar & Mexican Cantina from Christopher Klein to Michael Lisitza by E. O'Leary, 2<sup>nd</sup> D. Feldman. **Approved 5-0.**

#### 4. 7:15pm - FY21 Budget Presentation

After meeting about a month ago to discuss the budget and decide on where we wanted to go and what we wanted to achieve with the budget. The consensus was to stay around 3.5%. We are very close to that number with 2 exceptions. On the Town side of the budget we came in at 2.74% Town side and 3.82% on School side (challenged by Special Education costs). The Debt Service (that was planned for the Burrell School) paid for within the levy is driving that number up and won't affect the tax levy going up. The Town Manager's FY21 budget recommendation is \$85,461,370. Education makes up 44.5% of the budget, Public Safety is 12%, Public works 13%, Total insurance and other 19%, Debt service of 4.5% and the remaining 7% is general government, human services and culture & recreation. Nearly 60% of our revenue comes from taxes, 12.5% from local receipts, 10% is from water and sewer, 10% from net State Aid and 7.5% from remaining sources such as new growth, enterprise and revolving allocations, ambulance receipts, free cash and overlay surplus. The Town operational budget increased by 2.74%, The School Operational Budget increased by 3.82%. Our Fixed cost budget increased by 8.42% which is mostly the debt service costs. Our pension costs went down, we were expecting a 10% increase and it was about 7% this year. The Water/Sewer enterprise budget is up 16.20% because of the debt service for the water treatment plant. There is about \$2 million in debt service this year.

I have supported several full time and part time positions. One full time position is a Fire Fighter/Paramedic position which will be paid for out of Ambulance receipts. The ambulance calls we've previously missed out on due to staffing and lack of a 3<sup>rd</sup> ambulance, will pay for this position. The second full time position is a mechanic to maintain fleet vehicles, by hiring a mechanic we will save money by not having to send out vehicles for repairs which is more expensive to do.

If you take the operating School and Town budget increases together the Town budget is up 3.46% and is within the guideline what we established.

ME- Bill Yukna and Amy Berdos did a great job in bringing the numbers down from where they started.

BK - The Fixed cost budget shows our debt service, pension, unemployment, insurance, OPEB trust contribution and risk management costs for a total of an 8.42% increase. The Water/Sewer Enterprise budgets are increased due to the water treatment plant borrowing costs along with PFAS regulation costs. The testing is not cheap but mandated by the state with no cost support outside of regular operating budgets for the water department. The water/sewer debt service is 45% of the budget increase, the schools is 29.5% of the budget increase, pension & health benefits are 13.5% of the budget increase, Fire, Police and DPW account for 9% of the budget increase with the remaining 3% of the budget increase by all other town departments. The debt service, water and sewer increases will be paid for by non-tax levy dollars and available funds. We put downward pressure in the budget to stay within that line without doing a debt exclusion. Very proud of everyone with their work on their budgets this year.

There are a couple of 2 part-time, non-budgeted positions with one in the Library and one in Board of Health hours. We also added 4 hours to an inspections non-benefited position.

Chief Kelleher – As we started to analyze our operations last year we gave away about 100 ambulance run between 8am-6pm. That is the peak time for Partners Health care. We go up there about 180 times a year to Patriot Place even with the ambulance they have at their facility. They have a second building going online and we are seeing an uptick in calls. We are looking to meet the demand but not impact the budget. We would staff during peak times to meet that demand and then after 6pm not have the staff on then. This would be a separate day shift position. The new ambulance paid will be paid for with ambulance receipts

CM – How would the new shift work?

Chief – we need to evaluate the best time and to abide by contract of 42 hours a week. Using analytics to be resourceful and meet the demands as we are planning for the future.

CM – Do you have fire fighter staff that does mechanic work?

Chief – Yes, we have a current firefighter staff that does mechanic work. The other firefighters would supplement the mechanic due to the specific nature of fire apparatuses (pumps, aerial apparatus', etc.) and would get them up to speed and get them certified to work on the apparatuses.

LG – Could we share costs with other towns? What do other towns do?

BK – We have talked about that. We don't have the capacity right now to handle our own calls and mechanic needs, if we were able to add the additional person we may be able to handle that.

Chief – It's a different, Mansfield has a brand new DPW facility that most of their repairs for public safety are done there. In Wrentham, they outsource a lot of their repairs with and Westwood and Stoughton share a fire mechanic.

BK - Regional dispatch is under construction and broke ground this week. The State is looking at how these operations are being funded. The State 9-1-1 commission is possibly looking to help fund the startup cost for the first 3 years. This would help keep our costs low or lower. We hope to be open late this summer. We now have 6-8 other communities are looking to join which will help to drive the cost down further.

We will be challenged by capital plan this year. We have water improvements that need to be made. Our roads will continue to be maintained because of the money we get with meals and tax and Chapter 90 funds. We are figuring State Aid will be level.

DF – I would like to see a spreadsheet that shows based on our policies what we are today and what we are going to recharge. I don't want to see free cash continue to leak and want to stay at a certain level.

George will provide same sheet as provided last month.

BK – Request to go over so the budget so I can make my recommendations to the Advisory Committee. Please speak with me in the next two weeks about the budget if you have any questions.

LG – Is there an updated version of the timeline that you provided at the Financial Summit?

BK – We are right on the timeline.

#### **5. 7:35pm - Selectmen's Update**

D. Feldman – I will not be pulling papers for reelection.

Thank you to Dave from Board and Town Manager's office.

Warren McKay, former Foxborough Water Superintendent of 47 years, passed away recently.

BOS Vision statement choice will be Option 2

Plastic bag ban - The Town will wait until state will rule and it could be brought forward by the state.

Train discussion/quiet community. Looking into quiet zone, a section within a town not the entire town. Sub-committee should get back together and meet.

#### **6. 7:45pm Town Manager's Update – Bill Keegan**

Ability to pull papers for open positions on Boards and Committees in Town Clerks Office.

Citizens academy – Marc Craig will present program at February 4<sup>th</sup> meeting.

MMA Annual Conference - Ed O'Leary will attend as Board representative.

#### **7. 7:55pm Assistant Town Manager's Update – Mike Johns**

Citizens Academy – is not open for other towns and is recommended to be able to attend all sessions

Departments have draft vision statements.

Actively pursuing fulfillment of Exec Assistant and Town Engineer positions.

#### **9. Adjourn**

Motion to adjourn at 8:17 by E. O'Leary, 2<sup>nd</sup> by D. Feldman. **Approved 5-0.**