Date: 4/27/2023

Time: 7PM

Location: Holbrook Town Hall

Members in Person: Mike, Barry, Brian

Members on Zoom: PJ, Pete (Left around 9), Scott, Anne, Susan

Chair calls the meeting to order and takes roll call

**Meeting Minute Approval**

* Motion to Approve the meeting Brian/Mike 7-0-0

**Reserve Fund Transfers**

* No reserve fund Transfers

**Final Budget Review**

* Treasury speaks to ask to restore Tax Title budget for 2024, with the items that are in queue. There is also an increased in the number of bills going out and postage.
	+ The increased number of bills have created an increased level of collection.
	+ Committee Decision to increase General Expense by $10,000 and restore to $100,000. Leave Tax Title at agreed level from 4/20.
* Discussion on the Ambulance Reserve, Town Accountant to verify if it the funding can be used for other items or only for Ambulance.
	+ Town Accountant confirms that it is used for the process for which it is received.
* Fincom review resulted in approximately $407,000 in reduction
* Motion to recommend the Fincom Budget - Brian/Mike 7-0-1
	+ PJ Abstains because he feels he wasn't able to attend the budget meetings to fairly recommend.

**Review the Capital Plan**

* Brian asks about the capital committee discussion about roads
	+ Grant for 16M, need 400k to get the grant, 2.1M Commitment over 6 years, starts at Maple Ave to Brookville.
	+ Road Program, suggested reduction to 400k
* Summary Table will be in the Warrant
* Article 12: Capital Article Year 1 of a 6 Year Traffic Improvement Grant- Town Share
	+ Adjust motion to clarify that 16M is not in year 1, invest over the next few years.
	+ Traffic lights (solar powered), Roadway, Bike Lanes.
	+ Trip hazard highlighted by the insurer.
	+ Secure the path to the school.
* Asset Manager GIS Infrastructure
	+ Drawings for utilities in the town. Mapping of the town.
	+ Self-funded from retained earnings.
* Gator
	+ Field tool that needs to be replaced
* Voting Booths
	+ Trouble putting together voting booths because they are aged. Could collapse when leaning on it.
* Body Cams/Dash Cams
	+ Need to be replaced periodically
* Funding source for COA Van is recommended to be sourced from the Capital Stabilization by the Town Accountant.
* Radio Replacements
	+ Chief McFadden, intent is to replace the failed radios, from the early 2000s. Not expecting to be a recuring cost in the 6 year of the capital plan.
* Free Cash Discussion
	+ Capital Plan would leave $533k in free cash
	+ Reduction in roads can be moved to COA Van and Library
	+ Tax reduction would be minimal by using free cash.
* Article 1
	+ Will go back to capital
	+ Motion to recommend Article 1 Brian/Mike 7-0-0
* Article 2
	+ Motion to recommend Brian/Mike 7-0-0
* Article 3
	+ Motion to recommend Brian/Mike 6-0-0
* Article 4
	+ No longer needed
	+ Motion to recommend Brian/Mike 6-0-0
* Article 5
	+ Back to general fund because it came from free cash
	+ Motion to recommend Brian/Mike 7-0-0
* Article 6
	+ Amended to 200k
	+ Motion to Recommend with amendment to 200k Brian/Mike 7-0-0
* Article 7
	+ Motion to Recommend Brian/Mike 7-0-0
	+ PJ asks how close to fully funded we are. Town Accountant says it that is funded through 2052 and Norfolk county 2030, no community other than Dover is fully funded
* Article 8
	+ Mike asks if this is a one-time expenditure. In Fiscal 24 the board will take up the issue of raising rates.
	+ Reserve fund has been exhausted
	+ Chair notes that it is not good that it is not self-funded. The fund should be self-funding.
	+ Found unauthorized barrels.
	+ Considering a new vendor.
	+ PJ Notes that delays in hiring lead to issues.
	+ Motion to recommend Brian/Susan 7-0-0
* Article 9
	+ Can be funded by breakage
	+ Motion recommend Brian/Mike 7-0-0
* Article 10
	+ Removed
* Article 10 (New) - Supplemental Appropriation – EMT Salary and Expense Budget
	+ Motion recommend Brian/Mike 7-0-0
* Article 11 (New) - Capital Article Year 1 of a 6 Year Traffic Improvement Grant- Town Share
	+ Motion to recommend based on the changes recommend at tonight's meeting Brian/Mike 7-0-0
* Article 12 (New) - Capital Article GIS Infrastructure Asset Management Program
	+ Motion to recommend Brian/Mike 7-0-0
* Article 13 (New) - Capital Article Police Equipment (Body Camera’s and Dashboard Camera’s)
	+ Motion to recommend as Amended Brian/Mike 7-0-0
	+ Funded for 5 years, total cost $300k total, then will be funded from the police budget
* Article 14 (New) - Capital Article – EMT/Fire Radio Replacement Program
	+ Motion to recommend Brian/Mike 7-0-0
* Article 15 (New) - Capital Article Library Flooding
	+ Remove Exploratory (Amendment)
	+ Funding Source Sale of Real Estate (Amendment)
	+ Motion to recommend as Amended Susan/Brian 7-0-0
* Article 16 (New) - Capital Article COA Van Additional Funding Request
	+ Funding Source Free Cash (Amendment)
	+ Motion to recommend as Amended Brian/Mike 7-0-0
* Article 17 (New) - Capital Article School Technology
	+ Motion to recommend Susan/Brian 7-0-0
* Article 18 (New) - Capital Article Voting Booths
	+ Motion to recommend Brian/Mike 7-0-0
* Article 19 (New) - Capital Article Communication/Dispatch Vehicle
	+ Current vehicle is 2018, 120,000 Miles, needed because we 9 communities are served.
	+ There will be 12 communities in total
	+ Motion to recommend Brian/Mike 7-0-0
* Article 20 (New) - PWD Road Repair/Replacement Program Phase II
	+ Reduce to 400k
	+ Will make it a 6 phase project
	+ Motion to recommend as amended Brian/Mike 7-0-0
* Article 21 (New) - Capital Article PWD Equipment for Sumner Field
	+ Motion to recommend Brian/Mike 7-0-0
* Article 22 (New) - Capital Standpipe Replacement
	+ Meeting May 5th with DEP
	+ Town Administrator, expects resolution in favor.
	+ Specific to this purpose
	+ Motion to recommend Brian/Mike 7-0-0

**General Town Meeting**

* Fire Alarm Fee adjustment on the General Town Meeting
* MBTA Overlay continued, so it won't be on the meeting Warrant
* Open town meeting and Right to Farm

**Next Meeting**

* Recommendations for the Annual Town Meeting
* Town Meeting will be 6/5

**Motion to Adjourn**

* Motion to Adjourn Brian/Mike 7-0-0