

**BOARD OF PUBLIC WORKS MEETING HELD:** February 7, 2023

**LOCATION:** Zoom Meeting

<https://eastlongmeadowma.zoom.us/j/86287703357?pwd=bXowVlkwa0ppMWtjOURNRjZIN0o3Zz09>

Meeting ID: 862 8770 3357 Passcode: 820745

**ATTENDANCE:** P. Abair, M. Lynch, B. Fenney, M. Berman, F. Vachon, D. Keane, R. Roy and B. Taddia

**ABSENT:** T. O'Brien

P. Abair called the meeting to order at 12:11pm and asked if anyone is recording the meeting. B. Fenney commented yes, that we are recording via Zoom Meeting for minutes.

**REVIEW/APPROVE MINUTES from 01/25/2023 meetings:** P. Abair entertained a motion to approve the meeting minutes dated January 25, 2023; M. Lynch made a motion to approve the minutes. P. Abair seconded the motion. The vote was taken and was unanimously affirmative.

**SUPERINTENDENT REPORT:** Bruce went over budget revisions from the last meeting with the Board.

**FY24 Draft Operation Budget Review:**

<b>Building 422</b>	<b>Sewer 440</b>	<b>Snow &amp; Ice</b>
Salary: \$531,827.56 (+4.19%)	Salary: \$677,038.43 (+17.57%)	Salary: \$20,297.00 (0%)
Non-Salary: \$428,700.00 (+12.61%)	Non-Salary: \$1,386,330.32 (+7.78%)	Non-Salary: \$127,875.00 (0%)
<b>Total: \$960,527.56 (+7.79%)</b>	<b>Total: \$2,063,368.75 (+10.8%)</b>	<b>Total: \$148,172.00 (0%)</b>
<b>Highway 421</b>	<b>Water 450</b>	<b>Waste Collection</b>
Salary: \$1,384,361.63 (+0.73%)	Salary: \$659,764.73 (+5.8%)	Salary: \$22,776.00 (+10.0%)
Non-Salary: \$571,067.32 (+9.3%)	Non-Salary: \$2,023,794.21 (+5.1%)	Non-Salary: \$107,600.00 (+23.0%)
<b>Total: \$1,955,428.95 (+3.09%)</b>	<b>Total: \$2,683,558.94 (+5.3%)</b>	<b>Total: \$130,376.00 (+20.5%)</b>
<b>Stormwater 490</b>	<b>Utilities 429</b>	
Salary: \$219,649.09 (+42.8%)	Non-Salary: \$1,770,480.00 (+34.2%)	
Non-Salary: \$140,400.00 (+6.90%)	<b>Total: \$1,770,480.00 (+34.2%)</b>	
<b>Total: \$360,049.09 (+26.3%)</b>		
<b>Total Public Works:</b>	<b>\$10,071,961.29 (+11.17%)</b>	
Total Salaries/OPEB:	\$3,515,714.44 (+7.2%)	
Total Operational:	\$6,556,246.85 (+13.4%)	
<b>General Fund Liabilities:</b>	<b>\$4,964,984.51 (+13.8%)</b>	
<b>General Fund w/o FY23 Utility Increase:</b>	<b>\$4,513,604.51 (3.4%)</b>	

**COMMENTS:** M. Lynch: Re. gas utilities, a reduction totaling over \$128K; savings is enormous when it comes to the budget; if there is a narrative that you have to create for the oversight committee that should be included.

**REVIEW/APPROVE FY24 Proposed Operational Budget:** P. Abair entertained a motion to approve the FY24 Proposed Operation Budget; M. Lynch made a motion to approve the FY24 Proposed Operation Budget; P. Abair seconded the motion. The vote was taken and was unanimously affirmative.

**OTHER BUSINESS:** **B. Fenney:** FY23 YTD Budget as of 01/27/2023; to date we expended 47% for all divisions; original appropriation = \$8,695,916.00, YTD expended = \$4,779,449.39. Whatever monies not expended for enterprise funds goes back to the fund. Salaries and general expense funds cannot be transferred within each department; general expense monies can be transferred within each department. April/ May timeframe we will see if there is a surplus and determine what can be expended; examples: purchase pedestrian safety equipment RFB's (rapid flash beacons) for heavy traffic locations, sidewalks, small mowers, tools, filters for buildings, and replacing carpets in other buildings. **M. Lynch:** Continue to work with the supply chain vendors to ensure you get the supplies by the end of the fiscal year. **B. Fenney:** Monies are encumbered from the budget, which generates PO's. **P. Abair:** Water & Sewer funds are on the lower side of expenditures on a year-to-date basis. Re. Utilities: electric expenses are low but the rates changed in the fall so expect a higher expenditure in the second half of the fiscal year on electric utility costs. **B. Fenney:** Currently working on rates & fees. MVP meeting Re. public education and outreach for action grant progress is scheduled for March 21, 2023. **P. Abair:** Darrell, continue to work with the Recreation department Re. fields in the springtime.

**SCHEDULE NEXT MEETING:** **B. Fenney** will send an email invite for the next meeting and will have it posted to the Town website.

**P. Abair entertained and made a motion to adjourn the meeting at 12:33 pm; M. Lynch seconded the motion; there being no further discussion the vote was taken and was unanimously affirmative.**