



FINANCIAL PLANNING COMMITTEE

MEETING MINUTES

63 Main Street

Selectmen’s Meeting Room

February 23, 2023

7:00 PM

MEMBERS PRESENT: David DeVries, Chair
John Rapa
Michael Hodge
Thomas Spataro

MEMBER ABSENT: William Peterson, Jr.

At 7pm, Chairman DeVries opened the meeting of the Financial Planning Committee.

APPROVAL OF MINUTES – FEBRUARY 16, 2023 MEETING

The approval of the February 16, 2023 meeting minutes will be postponed until the next meeting as they are not yet finalized.

REVIEW OF DRAFT FINANCIAL PLANNING COMMITTEE’S FY2024 TOWN MEETING REPORT

Mr. Coderre reviewed the contents contained in the Committee’s draft report to Town Meeting. He noted that the Committee has reviewed the projects included in the six-year Capital Improvement Program at recent meetings held with the various departments. At these meetings, department heads presented information and data to justify the need, cost, and implementation timeframe for the projects.

Mr. Coderre added that the municipal and school administrations have worked hard to anticipate capital needs, submit projects into the Plan, and distribute those projects over the six-year planning period so as to comply with the constraints of the Town’s financial resources and Debt Policy. He noted that the report also includes the Committee’s votes for FY2024 capital projects and Community Preservation Act (CPA) projects.

Mr. Coderre reviewed the ranking assigned to each project. Projects are prioritized and ranked according to the following criteria:

Priority	Description
1	Projects that involve correcting a current Safety or Health issue, and/or to meet a Federal or State legal requirement.
2	Projects that are necessary to maintain the Town’s current buildings, equipment and infrastructure: <i>Buildings</i> - Projects necessary to maintain existing Town buildings, not including projects to expand or modernize facilities. <i>Equipment</i> - Projects necessary to replace old existing equipment, which is no longer cost effective to repair with similar equipment.

3	Projects that are required to increase the capacity of existing facilities in order to accommodate the increase in growth of the Town.
4	Projects that are designed to modernize and upgrade existing Town facilities.

Mr. Hodge questioned if the ranking for the Fire Engine replacement should be moved up to a (1). Mr. Coderre responded that the ranking of (1) is for those projects that are considered an immediate emergency for health or safety issues. He noted that the ranking of (2) is appropriate for the Fire Engine replacement because it is a regularly scheduled equipment replacement. He added that it is appropriate for the Highway Garage tight tank to be ranked (1) because it does not currently comply with Federal or State legal requirements.

Before Committee members discussed the priority rankings for the ARHS Athletic Complex project, Mr. Spataro moved to the audience and recused himself from any discussion regarding this project as he is a member of the Athletic Complex Project Committee and does not want the appearance of a conflict of interest.

Mr. Hodge stated that he would like to see the priority ranking for the ARHS Athletic Complex project be upgraded from a (4) to a (2). Mr. Rapa agreed. Mr. Coderre responded that it would be appropriate to rank this project a (2) based on the lack of ADA compliance. By agreement, the priority ranking for the ARHS Athletic Complex will be a (2). Mr. Spataro returned to actively participate in the meeting.

Mr. Hodge moved the Committee vote to approve the April 2023 Financial Planning Committee Report to Town Meeting with the minor edits discussed this evening and to authorize the Chair to work with the Town Administrator to make any edits necessary, provided that all formal votes are accurately reflected; Mr. Spataro seconded the motion; all members voted in favor.

Mr. Coderre briefly reviewed the warrant articles that will be presented to the Board of Selectmen at their meeting on February 27th. He added that Metro West Collaborative Development will present their affordable housing re-use proposal to the Board of Selectmen at their March 13th meeting.

It was noted that this will be the last meeting with Mr. Coderre before he moves on to lead the Town of Foxborough. On behalf of the Committee, Chairman DeVries thanked Mr. Coderre for his expertise and professionalism over the years and wished him the best. Mr. Coderre thanked the Committee members for their support.

OTHER BUSINESS

None.

ADJOURNMENT

Mr. Hodge moved the Committee vote to adjourn; Mr. Rapa seconded the motion; all members voted in favor.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant

Documents used during meeting:

1. February 23, 2023 Meeting Agenda
2. Draft Financial Planning Committee Town Meeting Report