

# Finance Committee Approval Sheet

Date: October 4, 2017

Location: Lower Town Hall Meeting Room

Name	Signature	Date	
Peter DeMers	Rulle	24 OCT IT	
Mark Andrews	Mar Was	10-24-17	
Susan Franz			
Evelyn Marchand	Cif Warner	10/2411)	
Derek Normadin	i m	10.24-17	
Michael Wilson		10-24-17	

#### Article 6

## Authorization for Municipal Electricity Aggregation

The town manager presented that this is an aggregation service for electricity. The Board of Selectmen would work with the company, Good Energy, to set up the service to buy a block of electricity annual.

On average, the annual savings is 5-15% per year. There is an opt-out clause. Only National Grid customers would be automatically contacted. Participants in other aggregation companies would be able to sign up, if they opt out of their previous provider. Residents and businesses can participate. Municipals generally are under other agreements.

## Article 9

Amendment to the zoning bylaws; addition of \$400-23 temporary moratorium on recreational marijuana establishments.

Presented by Mrs. Modica. The regulations won't come out until March 15. Licensing begins on April 1. This does not impact medical marijuana facilities. The Board of Selectmen voted 4-0-1 to put the amendment on the warrant.

The amendment sunsets in May 2017 to either have something in place for Spring Town Meeting. This measure was taken because the Board had not reached consensus on zoning for these facilities. There was consideration to change the date to December 2018 as a Town Meeting amendment.

The state framework allows for a local sales tax of up to 3% and a community host agreement that allows a local collection of up to 3% of proceeds in addition to real estate and property values.

## 2) Scheduling Issues

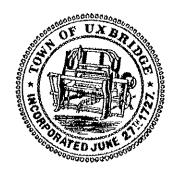
Items for October 10 Scheduling
School boilers and flooring
Citizen's petitions for holding town positions
Vote for recommendation

Stabilization will be discussed at the meeting before fown meeting

Police communication issue is waiting for information

## 3) Motion to adjourn, 7:40 pm

Motion	Motion to Adjourn				
First	MA	Second	SF	Vote	6-0-0



## Town of Uxbridge, Massachusetts Finance Committee Meeting Minutes

Date: October 4, 2017

Place:

Lower Town Hall

Meeting Room

Attendance: Present or Absent

Peter DeMers - Chair	Р	Evelyn Marchand	Р	Derek Normadin	P
Mark Andrews- Vice Chair	P	Michael Wilson	Р		
Susan Franz- Clerk	P				

## Joint Hearing with the Finance Committee and the Board of Selectmen Regarding the Warrant for the Fall Annual Town Meeting

Also Present:

Members of the Board of Selectmen Town Manager, David Genereux Mr. Kevin Lobisser Ms. Mary Beauchamp Members of the public

Call to order 6:30 PM Opening of the Public Hearing

1) Citizens Petitions

Article 11 Street Acceptance Clark Road

Mr. Kevin Lobisser, Developer.

Mr. Lobbisser spoke regarding completion and deed transfers for the open space subdivision for Aldrich Brooks Estates Subdivision. Grays Engineering issued a clean letter of approval. DPW

and the planning board have also reviewed and signed off on the project completion. Feedback was given that there are recent modifications to procedures, there were some conflicting requirements, and it was, at times, a tough process at times to navigate.

Article 13

Community Preservation Act

Ms. Mary Beauchamp

Ms. Beauchamp explained that Uxbridge's assets include land, water, and history. We have many beautiful recreational areas and town own land that could be used for passive or active recreation. Open space planning also has positive impacts on the taxes and quality of life.

CPA is funded with a 3% surtax on real estate, with exemptions. For an average single home the contribution would be less than \$100 per year. The state will provide a trust fund distribution to the fund each year. It also opens up grant opportunities by providing matching funds.

The town would establish a Community Preservation Committee. Project proposals are reviewed and present to Town Meeting. The only way funds can be spent it with a Town Meeting vote.

There are two rounds of matches. 80% is distributed in the first round. 20% in the second. The legislature is currently rebalancing the fund. About 6% of the funds are going for open space purchases. After a successful town meeting vote, it would then go to a town-wide election in May.

A town can chose a surcharge from 1-3%. This article proposes 3%. At the higher rate (3%), a town is eligible for both rounds of funding. It stays in place for 5 years after adoption. A question was raised, whether a stepped implementation beginning at 1% and increasing it each year until you reach 3%, was a possibility.

There was a clarification that the amount is a surcharge on the tax bill amount, not on the total value of the property. An information session is being planned at the senior center.

Article 2

B-1

The Board of Selectmen will meet later on this line item.

Article 4

Capital Purchases/Projects

Table D

Items 1,2 Will be discussed on October 10

Item 3: The town manager is waiting for final numbers.

#### Article 6

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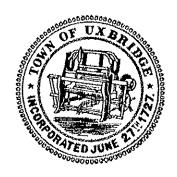
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Motion	Motion to Adjourn				
First	MA	Second	SF	Vote	6-0-0

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## Town of Uxbridge, Massachusetts Finance Committee Meeting Minutes

Date: 3 October 2017

Place:

Lower Town Hall

Meeting Room

Attendance: Present or Absent

Peter DeMers - Chair	P	Evelyn Marchand	P	Derek Normadin	P
Mark Andrews- Vice Chair	P	Michael Wilson	Р		
Susan Franz- Clerk	p		- "		

Finance Committee and Board of Selectmen Joint Meeting Public Hearing, Fall Annual Town Meeting 2017

Call to Order:

6:30 PM

Also present:

Town Manager David Genereux Members of the Board of Selectmen Chairman Justin Piccirrillo Jim Hogan, joined by Peter Baghdasarian Members of the public

## 1) Reserve Fund Transfer Request

Board of Health member Dr. David Tapscott requested a reserve fund transfer request of \$3800 for inspection of 0 Millville Road and 775 Millville Road sites with subsurface sampling.

The property is not a DEP supervised site and the site is believed to not be currently active. The site owners would need permits from the Planning Board and the Board of Health for any resumption of activities. The engineering company has worked previously for the town. Engineering firms would be exempt from 30B procurement and the amount is below thresholds.

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Findings would be submitted to the Board of Health and would be available for review. Conversations are continuing with the site owner on access and testing parameters. The nature of the complaint to the Board of Health is about contaminated soil. Work has been done on the site since the complaint was registered. The site is adjacent to a Zone II recharge area and potentially close to the Rosenfeld Well Field.

The engineering company would accompany the Board of Health to the site. Discussions with the owners are continuing as to the nature of the inspection and sampling that will be undertaken. Any funds not spent would be returned.

Motion	Reserve Fund Transfer \$3800 from the Reserve Fund to Account #105105330, Professional Services				
First	MA	Second	SF	Vote	6-0-0

Y-N-A

Public Hearing Opened for Fall Annual Town Meeting Warrant

#### 2) Announcement:

FATM will be held at Valley Chapel on 14 Hunter Road. Electronic voting will be used for the first time at this Town Meeting. The warrant is available on the town website.

3) DPW Related Warrant Items Benn Sherman P.E., Director of DPW

Article 2 Table B3

Stabilization Fund Transfer: \$17,000

A formal complaint was lodged with DEP about historical materials stored at DEP behind salt shed that appear to impacting the flood. An enforcement action will likely be issued against the town at a future date. DPW will bring in a consultant to survey the materials to begin the process of designing a disposal plan between now and the end of the year. This will include test pits to characterize the materials. The survey may including identifying town owned land parcels that can safely store these materials.

There are large trees that are growing out of the top and some materials were likely placed there going back into the 1990s, or before. There may be some areas where compensatory flood storage has been created that may be identified with the survey. New bins are being setup outside of the flood plain. There are also related concerns to assess a potential move of the salt shed out of the flood plain.

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Article 4 Table D5

Stabilization Transfer: \$65,000

Replacement of truck H4, Ford F350 dump-body pickup. This vehicle is 17 years old and likely will not pass its next inspection. The Capital Committee is working through plans for annual allocations to address older assets in the rolling stock across the town fleet.

Article 4

Table E1

Raise and Appropriate for Road Construction, \$400,000

7:10 pm Chair Peter DeMers leaves the meeing, EMS call.

The town manager recommends that this could become an annual warrant article each year on the Spring Town Meeting that would appropriate the money focused for a single purpose and would not be split between the school and municipal budgets.

This is derived from \$535,000 of new growth in 2016 from National Grid that was deferred for FY2016 and FY2017 and does not require a Prop 2 1/2 override. The DPW Director states models show that a betterment of the road rating for the town could be achieved with this additional money and the Chapter 90 funds. CPA and Complete Streets Grants may be other resources that can be leveraged. One note was that \$7800 was pulled from the highway budget to add in flashing public safety lights at intersections.

Article 10

Arch Street Easement Acceptance

For the Main Street / 122 Reconstruction State TIP program project drainage we need to up-size the line that travels down Arch Street. The area of concern is at the edge of the railroad property. The state is requesting we have legal rights for the drainage outfall. Andrews Engineering will survey the area and complete the legal research.

Article 11

Street Acceptance Clark Road

Review engineer and the planning board have issued a finding of completeness. The Board of Selectmen will review it next. Clark Road and Bentley Drive are new subdivisions being submitted for acceptance.

Article 12

Street Acceptance Bentley Drive

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This will be passed over. Final inspection will likely be complete before winter.

4) Articles for comment by the Town Manager

#### Article 5

Increasing funding limits of community gardens, dog park, and Pout Pond Recreation Committee Revolving Funds.

The Town Manager suggests that fund balances are expected to be larger than \$12,000 on June 30, 2017. Balances in excess of the limits must be returned to the general fund without this measure.

#### Article 6

Authorization for Municipal Electricity

Deferred

#### Article 7

Authorization for Municipal Charges Liens via MGL Chapter 40 Section 58 Will be passed over.

#### Article 8

Amendment to Chapter 2 of the Towns General Bylaws

This was approved at the Spring Annual Town Meeting. The title and chapters were not included. The A.G. recommended a Town Meeting vote to add this language.

5) Budget articles

#### Article 1

Transfer to Stabilization for Free Cash.

The balance in stabilization is \$3,386,390. Free cash will be submitted by the Town Accountant next week. The Town Manager suggests the boards schedule a meeting immediately before Town Meeting to make recommendations. At Town Meeting the amount can be added as an amendment, if certification is received. The estimate is approximately \$500,000.

#### Article 2

FY18 Inter/Intra Departmental Transfers

#### Table A

Items 1-9 result from salary settlements from union contract negotiations. Table A, Item 10 is an IT expense to pay for a cloud-based email backup system.

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#### Table B

Stabilization fund transfers

### Table B-2, \$40,000

This is in response to public record requests. There is currently no in-house staffer who is tasked to retrieve emails nor professional-level staff available to review for public record law compliance and redact, and log materials. Public record law allows a charge of \$25 per hour.

Counsel charges \$175 per hour and the IT consultant who is downloading emails is \$95 per hour. The Town Manager projects that we will need this level of funding for at least 2 years and states duplications or harassing requests can, and will, be challenged with the Secretary of Records office. There is a plan to make it possible to bring the IT retrieval task in house funded through another budget line. We should continue to review strategies from other towns and states.

#### Table B-1

Table 1 had no amount listed in the version of the warrant that was presented to this hearing. It is pending decisions to be made by the Board of Selectmen on the Town Manager search process. The Town Accountant is also likely to leave after completing the certification of the free cash and the year-end close documents.

The Assistant Town Accountant is very capable but will likely require assistance to do the year-end close. The recap and setting the tax rate will be the next major tasks. The capital plan will be due January 30 and the Capital Committee can assist. There will be a surplus available to bring on additional accounting support in the current budget. The Town Manager highly recommends getting an Interim Town Manager during the search process.

#### Table C

Raise and Appropriate, amount not complete yet

- C-1 Restores salary line for the town manager
- C2-3 Restores salary line for the administrative assistant. This will take the current parttime assistant to a full-time position at Step 1 of the salary grid. Benefits wold be in addition to this budget line.
- C-4 Adds an in-house shared IT person who will be under the direction of the school's IT director. This individual will have charge of systems, except for the police station.

The IT contractor, who is certified on that equipment, would continue to support the police department. That would cost approximately \$20,000 per year.

There was a request to add clarity as to how this money is being raised from excess levy capacity. There was also a question whether the C-4 line item should be moved to a different table.

#### Table D

#### D-1

Town Manager Professional Salaries

This is to fund a planner/economic development/grant writer coordinator. Most towns of our size have this position. The Town Manager brought this position to the Board of Selectmen who took a 3/2 vote to fund this. This funding is for 1/2 of one year.

#### Article 4

Capital Purchases/Projects

## D-3 Library Skylight

Slate roof engineering study is complete. The replacement will bring the total cost to \$50,000 with an additional \$10,000 available for bidding. CPA could potentially help pick up 25-50% of this cost with state funds.

## D-4 Library Walkway

The walkway estimates were \$12,000 - \$18,000. There are also rental costs for parking.

## 8:30 Peter Demers returns to the meeting.

#### Police Communications

Numbers are not yet available for this line item. There is an insurance claim with Maya for mold for the police server / communications room.

Insurance will not cover the buildout of the room which is estimated at \$8,000

## Article 4 D1, D2

School items will be discussed on Tuesday October 10. Mr. Plasko will be there

#### Citizens Petitions

Clark Road

Mr. Lobbisser will discuss this on Wednesday October 4.

Ms. Beauchamp will discuss Article 13, CPA

Mr. Plasko will address Articles 14 and 15 on October 10.

The Public Hearing is continued until 6:30 on Wednesday October 4, 2017 in Lower Town Hall.

A few logistics ahead of town meeting were scheduled and the Board of Selectmen finished an item to use the official website for posting and left the meeting.

## 6) Minutes

Minutes were approved for the previous two meetings on June 13, 2017 and August 29, 2017.

Motion	Approve minutes for June 13, 2017					
First	MA	Second	DN	Vote	5-0-1	
					Y-N-A	

Motion	Approve minutes for August 29, 2017					
First	MA	Second	MH	Vote	6-0-0	

Y-N-A

## 7) Reports

The town manager was not available to provide reports.

## 8) Old Business

Economic Development Meetings Announcements

Open for Business event that is sponsored by Chamber will be on November 8 from 6-8 at the library. Our state representatives, the Chamber and representation from the governor's office will be in attendance.

A brainstorming meeting will be held with a facilitator from the Mass Office of Business Development on October 17 to obtain ideas on how we can support our business community and economic growth strategies. We are looking for ideas on how to support both our large and small business owners.

## 8) New Business

Update on the Police Department evidence room. Evidence room area is well underway. The Finance Committee will schedule a tour of the police department facilities.

Annual dues for Association of Finance Town Committees

Susan Franz will attend the AFTC annual meeting on October 21.

Motion	Pay AFTC d	ues of \$210			700404VII
First	MA	Second	MH	Vote	6-0-0
					Y-N-A

## Motion to adjourn at 8:58 pm

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Motion	Motion to adjo	ourn			3 P shift s	
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Proposal #:Q52348

Ride-Away, Inc. 57 George Leven Drive North Attleboro, MA 02760 (508) 643-0605 EIN#: 02-0427568

fax: (508) 699-5927

Robert Drucker Email: robert.drucker@mobilityworks.com Phone: (508) 643-0605

Billing Name TOWN OF UXBRIDGE

Address 21 SOUTH MAIN STREET

City, State ZIP UXBRIDGE, MA 01569

Telephone (508) 278-0706

Buyer Name TOWN OF UXBRIDGE

Address 21 SOUTH MAIN STREET

City, State ZIP UXBRIDGE,MA 01569

County

Stock #

Quote # Q52348

Proposal Date 10/09/2017

Accepted date

GPC

Third Party Payor

Allowance

Telephone (508) 278-0706 New/Used Make Model / Trim Year Color To Be Delivered On Or About **FORD** T350 2017 WHITE 11/30/2017 VIN Type of Vehicle Mileage 1FDEE3F62HDC67113 \$61,695.00 Chassis, Conversion and Adaptive Equipment (See Page 2 for detail): Protection Products: \$0.00 MBW Rewards (\$0.00)Total \$61,695.00 Documentation Fee \$0.00 Delivery \$1,000.00 Sales Tax \$0.00 **Total Cash Delivered Price** \$62,695.00 Rebate(s) (\$5,800.00)

Deposit Amount + Cash Down (\$0.00)Payment Payment **Total Credits** (\$5,800.00)Trade-In(s)

Cash Down

Make Model Vin Payoff Amount Year ONLY THOSE ITEMS AND SERVICES SPECIFICALLY WRITTEN ON THIS ORDER

ARE INCLUDED IN THE STATED PRICE. ANY OTHER AGREEMENTS, UNLESS IN WRITING, ARE NOT BINDING ON SELLER.

**Amount Due Upon Delivery** 

Check/PO

\$56,895.00

(\$0.00)

(\$0.00)

The first and second pages of this Order comprise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning this purchase has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vechicle except as appears in writing on the face of this a greement.

I have read and understand the second page of this agreement and agree to it as a part of this order the same as if it were printed above my signature. I certify that I am of legal age, or older, that I have legal capacity and authority to execute this agreement on behalf of my company, and hereby ack nowledge receipt of a copy of this order.

Buyer's Signature	TOWN OF UXBRIDGE	Approved By:	Robert Drucker
Со-Виуе	's Signature		

This order is not valid unless signed and accepted by dealer

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Ride-Away, Inc. 57 George Leven Drive North Attleboro, MA 02760 (508) 643-0605 EIN#: 02-0427568 fax: (508) 699-5927

Stock #

Quote # Q52348

Date 11/30/2017

Robert Drucker Email: robert.drucker@mobilityworks.com Phone: (508) 643-0605

Model / Trim

T350

VIN

1FDEE3F62HDC67113

Billing Name TOWN OF UXBRIDGE

Address 21 SOUTH MAIN STREET

Make

**FORD** 

City, State ZIP UXBRIDGE,MA 01569

Telephone (508) 278-0706

New/Used

Type of Vehicle

Buyer Name TOWN OF UXBRIDGE

Address 21 SOUTH MAIN STREET

City, State ZIP UXBRIDGE,MA 01569

County

Mileage

Telephone (508	) 278-0706	
<i>Year</i>	Color	To Be Delivered On Or About
<b>2017</b>	WHITE	11/30/2017

Adaptive Equipme	ent Summary		
- VIN#			
2017 22' Allstar Model - o 2017 E-350, 6.2L GAS o 12,500 GVWR, 19 Oxen Gray Vinyl Seating	58"WB, DRW o 14w2 = 14 Pass -		
1 Rearview Mirror with 4.3" Back Up Camera Built In			
Buyer's Signature TOWN OF UXBRIDGE	Approved By: Robert Drucker		

This order is not valid unless signed and accepted by dealer

## FEATURES/OPTIONS



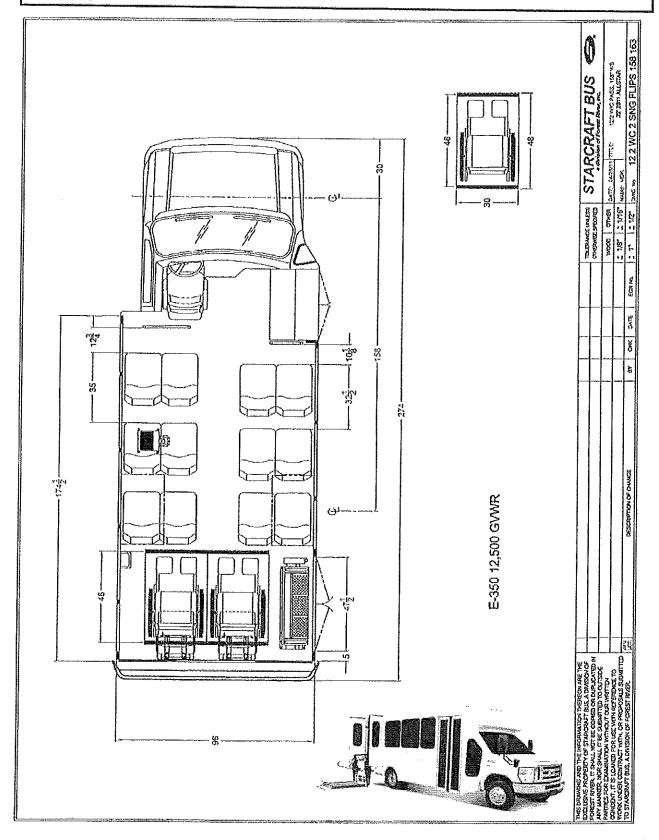
EXTERIOR FEATURES	
FULLY WELDED STEEL CAGE CONSTRUCTION MEETING ALL APPLICABLE FMVSS REQUIREMENTS	
BLACK POWDER COATED STEEL REAR BUMPER	
REAR MUD FLAPS	
PRE-PAINTED WHITE ALUMINUM SIDE, REAR WALLS, SKIRTS	
ONE-PIECE SEAMLESS FRP (FIBERGLASS REINFORCED PLASTIC) ROOF	
BREAKAWAY REARVIEW MIRRORS WITH BUILT-IN CONVEX	
EXTERIOR GRAPHICS PACKAGE AVAILABLE IN 3 COLORS: BLUE, GREEN, BURGANDY	
INTERIOR FEATURES	
93" INTERIOR WIDTH	
80" INTERIOR FLOOR TO CEILING HEIGHT WITH STANDARD FLOOR (RAISED FLOOR IS 75")	
FLOOR AND WALL SEAT TRACK FOR FLEXIBLE SEATING	
CEILING AND REAR WALL FABRIC FOR SOUND ABATEMENT	
PRINTED CIRCUIT BOARD WITH AUTOMOTIVE TYPE FUSES AND LED TROUBLE SHOOTING LIGHTS	
SIDEWALL / REARWALL / CEILING	
Driver Area: Grey Padded Vinyl	1
Padded Vinyl Interior (Walls and Ceiling)	1
FLOORING	
Gerflor Sirius #6726 Anthracite (Grey)	
White Step Nosing	1
CHASSIS (Full Chassis Specs Avail Upon Req)  Delivered with 1/4 Tar	k of Fuel
225 Amp Ford OEM Alternator	1
ENVIRONMENTAL CONTROL	
Trans Air TA733 Super 10 - 68,000 BTU, TA73 EVAP, SMC3L Cond, 10 C.I.D. Comp	1
Rear Heater, 65K BTU 3 Speed Low Profile Floor Mounted	1
LIGHTING	
Door Activated Interior Lights	1
Entry Door Step Well lights	1
Incandescent Driver and Passenger Area Lighting	1
Sealed LED Stop, Tail, and Turn Signal Lights with Incandescent Reverse Lights	1
AUDIO / VISUAL	
Deluxe AM/FM / CD / 4 Speakers with MIC Input & Clock	1
DOORS / HATCH / WINDOWS	
Passenger Door, Electric Actuated with Full Length Glass	1
Driver Storage in Cab Overhead	1
36"x36" T-Slider Tempered Safety Glass Windows w/Climate Control Tint, Egress Included	1
"Starview" Drivers Visibility Window in Front of Entry Door	1

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PARATRANSIT OPTIONS		
Rear Lift - Double Wheelchair Doors w/ Windows,	Int/Ext Lighting, Leaf Spring	1
Braun Century NCL917FIB-3454 Wheelchair Lift - 3	34"x54" Platform	<b>a</b> 1
Intermotive Fast Idle with FMVSS 403 Interlock - F	Ford O 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1
Q-8201-L Std Retrctr Tie Down, Q8-6326-A1 Combo	o Lap/Shldr,L Trk	2
Priority Seating Sign **Required for ADA Complia	ince**	1
Wheelchair Decal (International Symbol of Access	ibility)	1
SAFETY OPTIONS		
Back-Up Alarm SAE Type C 97 db(A)		1
GRAB RAIL / STANCHION / PANELS	Activities Constitution of the Constitution of	
Ceiling Grab Rail (Each)		1
1 1/4"Grab Rail Parallel to Entrance Steps (Both Si	ides)	1
Stanchion and Modesty Panel Behind Driver		1
SEATING		
Shield Driver Seat High Back, Recliner, Armrest, 4 V	Way Lumbar	1
Driver Seat Cover - Level 1 Oxen Gray Vinyl		1
Mid High Double Seat		6
Mid High Single Flip Seat		2
Seat Cover - Level 1 Oxen Gray Vinyl		14
Anti-Vandal Grab Handle, Black, on Aisle Seats		6
Seat Belt, Non-Retractable		14
Seat Belt Loop, Each Seat has (2) to hold Belt to Se	eat's Sides	14
WARRANTY		
Starcraft Bumper to Bumper:	12 Months / 12,000 Miles	
Starcraft Structural Warranty:	5 Year / 60,000 Miles	
Ford Chassis:	3 Year / 36,000 Miles	
Ford Powertrain:	5 Year / 60,000 Miles	
Trans Air A/C:	2 > 3 Year / Unlimited Miles FREE UPGRADE	
Braun Wheelchair Lift:	2 Year / Unlimited Miles	

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PHOTOS ABOVE DEPICT THE BASE/LEVEL 1 TRIM PACKAGE OF FLOOR/SEATING MATERIAL

Durability does not come easily or quickly. The Allstar has been time tested for close to a decade. The 25,000-plus Starcraft buses on North America's roads offer a billion reasons why the Allstar has become a favorite, and those reasons are called miles. The Allstar is engineered to accommodate a variety of seating arrangements including wheelchair accessibility and various storage options for luggage.

Safety is our primary focus at Starcraft Bus, from the 3,000 lbs. seat-pull test to the rigorous 7-year/200,000 mile Altoona testing, passengers can be assured that the Allstar surpasses the most stringent testing. Bus operators can relax knowing that the fully welded steel cage construction offers the best passenger protection.

The Allstar features straight side wall construction that maximizes passenger shoulder space and offers the widest aisle in the industry.

## **2017 STARCRAFT ALLSTAR 22'**

Built on the 2017 Ford E-350, 158"WB, 12,500 GVWR, 6.8L V-10 Gas Engine

- 14 Seated Passengers OR 12 passengers and 2 Wheelchairs + Driver

			<b>v</b> = 0 = <b>v</b> = 2
	•		