



## BOARD OF SELECTMEN

Meeting Minutes

Monday, March 29, 2021

7:00 PM

Virtual Meeting

**Present:** Board of Selectmen Members: Jon Benson, Dean Charter, David Martin, Joan Gardner, Jim Snyder-Grant, Town Manager John S. Mangiaratti

Finance Committee Members: Christi Andersen, Roland Bourdon, Jason Cole, Michael Majors, Stephen Noone, Dave Wellinghoff, Christine Russell, Sahana Purohit, Adam Noble, Esha Gangolli

**Absent:** None

Ms. Andersen called the Finance Committee meeting to order at 7:00 PM. Mr. Benson called the Board of Selectmen meeting to order at 7:03 PM. It was a virtual meeting with no Board members in physical attendance and it was broadcast via Zoom.us virtual meeting platform.

### I. New/Special Business

#### 1. Capital Improvement Plan Presentation and Discussion

Mr. Mangiaratti introduced his 10 Year Capital Improvement Plan (CIP). The Town received a Commonwealth Community Compact Financial Management Best Practice grant for \$25,000 to develop a CIP, and the Edward J. Collins Center of the University of Massachusetts, Boston, was selected to work with the Town. Sarah Concannon and Tony Torrisi from the Collins Center presented the overview of the CIP to both the Finance Committee and the Board of Selectmen. The total cost of requested projects for the town for FY22-FY31 was \$75,970,365. Mr. Noone asked about the Space Needs Study that was conducted in 2015; Mr. Mangiaratti replied that there will be an update to that study. Mr. Nolde asked if the CIP will be a living document that will be updated annually; Mr. Mangiaratti affirmed that it will. Mr. Cole asked about the limitations on the \$1 million of Free Cash. Ms. Concannon commented that the town should budget 3-5% of its total budget to provide flexibility. Mr. Wellinghoff asked if the different areas of the CIP list would be prioritized on an annual basis. Mr. Mangiaratti noted that Division Heads list their capital projects based on projected need for the future and are closely tracked to assist with prioritization. Ms. Andersen asked why the target for specific operating budget spending is kept at a stable level. Mr. Mangiaratti explained that since it is the first year doing a 10 year plan, the decision was to keep it flat and continue to monitor moving forward. Ms. Anderson asked about the 10 year capital plan with regard to relationships and communication with the Acton Water District and utilities; Mr. Mangiaratti explained that the town has a good working relationship with the AWD



and would work with them on future projects where coordination would be necessary. Mr. Cole questioned if Community Preservation Act funds would contribute to any future projects; Mr. Mangiaratti replied that such funding was not projected to be included in the current 10 year plan. No further questions from the Finance Committee.

Ms. Gardner asked if the Town Operating Budget would remain stable over the 10 year period; Ms. Concannon replied that the operating budget increases by 3.67% annually based on the historical growth from the prior 4 years. Mr. Snyder-Grant asked about the Recreation Department operating an Enterprise Fund, requiring user fees and donations, and noticing an increase in CPA funding requests. He asked if the Recreation Department would be considered in the proposed capital plan for facility upgrades. Mr. Mangiaratti replied that the Land Use Department submitted requests to the CIP. The Department has been applying for, and has been awarded, grants and earmarks. No further questions from the Board of Selectmen.

**2. Update on Twin School Building Project**

Acton-Boxborough Regional School District Superintendent Peter Light and School Committee Member Mary Brolin provided an update on the Douglas-Gates building project. The construction budget was estimated at \$113,304,033, and came in at \$110,839,774. The School District has maintained its commitment to sustainability and has committed to a triple net-zero design regarding energy, water, and waste. The building will be fully accessible.

**Ms. Gangolli moved, Mr. Cole seconded and it was unanimously voted by roll call to adjourn the Finance Committee meeting at 8:41 PM:**  
**(Aye: Mr. Noone, Ms. Russell, Mr. Majors, Ms. Purhoit, Mr. Cole, Mr. Bourdon, Mr. Wellinghoff, Mr. Nolde, Ms. Andersen)**

**Ms. Gardner moved, Mr. Martin seconded and it was unanimously voted by roll call to adjourn the Board of Selectmen meeting at 8:41 PM:**  
**(Aye: Mr. Snyder-Grant, Ms. Gardner, Mr. Charter, Mr. Benson, Mr. Martin)**

**Documents and Exhibits Used During this Meeting**

- Agenda, March 29, 2021
- Presentation by the Edwards J. Collins Center
- Presentation by Mary Brolin and Peter Light, Acton-Boxborough Regional School District