

**ROXBURY BOARD OF FINANCE
SPECIAL MEETING
NOVEMBER 24, 2008
MINUTES**

CALL TO ORDER

Gary Lord, Chairman, determined a quorum and called the meeting to order at 7:00 PM.

Present: Gary Lord, Kevin Dumas, Hugh Rawson, James Conway, and Toby Goldfarb, Board of Finance Members; Barbara Henry, First Selectman.

BUSINESS

Gary Lord circulated a “Town of Roxbury, Board of Finance, Policy of Funding Capital Projects” for the Board’s review. Gary Lord explained that he developed the policy with Barbara Henry.

Typographical errors in the policy were reviewed. Hugh Rawson pointed out that many of the uppercase letters should be changed to lowercase.

Toby Goldfarb said that when the Board of Finance is finished reviewing the policy the Town’s auditor should also have the opportunity to review it.

The Board reviewed the flow sheet for the Squire Road project. The project was \$144,183 over-budget. Kevin Dumas questioned whether the Board of Selectmen and the Board of Finance had the legal right to go over the amount in the budget that was approved by the taxpayers.

The Board of Finance and the First Selectman agreed that in the future when bids come in and are over-budget that the project should go back to the taxpayers for a vote.

Toby Goldfarb said that it appeared that the Town was being charged for the increase in the cost of asphalt when it should have been built into the bid.

Barbara Henry clarified that the extra cost of asphalt is based on the amount of asphalt used due to the width of the road. The contractor recommended going wider on the curves. Hugh Rawson said that the taxpayers should be advised that the specifications for the width of the road changed. James Conway noted that a 10% overage could be considered a standard norm.

Barbara Henry reported that Doug Divesta, engineer, will inspect the entire project in December and that a 10% retainage will be held until after the engineering inspection.

The members of the Board noted that \$516,249 was budget for the project. An additional \$71,000 was spent from the road improvement line item on pipe. The Clerk of the Works was paid from the roads – hourly line item. Kevin Dumas said that he does not approve of the \$71,000 overage. The Board agreed that when future bids come in

over-budget that the project should go back to the Town for additional funding. The Town should not accept a bid that is over-budget. Gary Lord reminded the Board that the question before them is how to fund the overage on the Squire Road project.

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James Conway said that the proper way to act would be to go back to the taxpayers for approval of the expenditure.

There is a Town Meeting scheduled for December 9th. It has to be made clear at the Town Meeting that the budget is not being increased.

Gary Lord made a motion to recommend to the Board of Selectmen that we request the legislative body to approve a transfer of up to \$131,123 from the reserve for capital undesignated, to reserve for capital designated for Squire Road. The motion was seconded by Kevin Dumas and carried unanimously.

Gary Lord indicated that he would send an electronic version of the draft of the funding policy to the members of the Board of Finance for their further review.

The meeting was adjourned at 8:30 PM.

Respectfully submitted,

Christine M. Giordano,
Secretary

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Board of Finance.