



**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NEW MARLBOROUGH  
OFFICE OF THE SELECT BOARD  
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Tara B. White, Chair  
Bill West  
Beth Dean  
Select Board

**Meeting Minutes  
Joint Meeting of the Select Board, Finance Committee  
and Capital Planning Committee  
Hybrid Meeting  
In Person and Via Zoom  
Thursday, February 15, 2024  
6:30 p.m.**

**Select Board Members Present:**

Tara B. White, Chair  
Bill West  
Beth Dean

**Finance Committee Members Present:**

Beth Reynolds, Chair  
Doug Newman  
Barbara Marchione  
John Pshenishny  
Jane Fuccillo  
Dawn Trachtenberg

**Capital Planning Committee Members Present:**

Mark Walker, Chair (Zoom)  
Richard Butt (Zoom)  
Sheila Baird (Zoom)  
John Halbreich (Zoom)  
Jonathan James (Zoom)

**Others Present:**

Mari Enoch, Town Administrator  
Marc Trachtenberg  
Marsha Pshenishny

Tara B. White called the meeting to order for the Select Board at 6:32p.m.  
Beth Reynolds called the meeting to order for the Finance Committee at 6:33p.m.  
Mark Walker called the meeting to order for the Capital Planning Committee at 6:33p.m.

**Presentation and Discussion of Capital Plan**

Mark Walker presented a spreadsheet showing capital requests from various town departments for Fiscal Years 25-29.

Highway Superintendent Chuck Loring provided the committee with figures for road repair work proposed to be done in FY24. At this time, the road plan will be funded by

Chapter 90 funds, the remainder of the borrowed money for Road Projects, and additional State grants or funds. In FY 25, there will be no funding requests for road repair from Stabilization or Free Cash. Chuck explained that there is a limit on what can be done in a given year in regards to town resources and availability of contractors.

The FY 25 Capital plan does include several purchases for the Highway Department. They are a Dump/Plow truck for \$180,000, the Superintendent's pick-up truck for \$80,000, and a Kubota tractor (shared with Sheffield) listed at \$175,000. Chuck stated that the tractor doesn't need to be replaced at this time as long as the mower head is replaced. The cost is \$25,000-\$40,000 and Sheffield will pay half the cost.

For FY 26, the Highway Dept. is requesting \$320,000 to replace a large dump truck and \$100,000 for a shed to protect equipment from weather.

The Police Dept. is requesting a new cruiser in FY 26 at a cost of \$82,000.

The Fire/Rescue Dept. is requesting a new hydraulic cot of the ambulance in FY 26 at a cost of \$35,000.

Fire and Rescue is also requesting \$108,000 in FY 26 for new Air Pacs and \$800,000 for a new fire truck (pumper) FY27.

In his capacity as Fire Chief, Chuck also explained that originally there had been a request for an ice rescue truck. However, he would like for the town to keep the old ambulance and convert it for that use.

The Transfer Station is requesting \$72,000 in FY25 and \$100,000 in FY 26 for transfer station improvement including design and roadway expansion.

The Library is requesting \$150,000 in FY 29 for improvements including roof, carpet, and paint.

The Cemetery department is requesting approximately \$20,000 each year for the next five years for tree work in all the Town cemeteries.

The Capital Planning Committee has put a placeholder of \$2.2 million for Town Hall. It is presumed that whatever the solution for Town Hall is, the funding will be through borrowing.

Mark provided details on available funds and how they might be spent. Regarding the Capital Road Projects, the balance of the loan \$288,814. The current Chapter 90 balance is \$922,000 and includes a special one-time allocation of \$223,000. The Highway Superintendent has plans to use a large portion of these funds this spring/summer/fall. Coupled with the expected FY 25 and FY 26 Chapter 90 allocations, the funds should cover the road plan expenditures through FY 26. The Road Plan calls for \$1,015,000 in FY 27 with only \$403,482 available through Chapter 90. The Capital Planning Committee suggests the Town may need to resume borrowing funds for road work at that time.

The Committee has not been given road work estimates for FY28 and FY29. They are assuming no special allocation of Ch. 90 funds in future years.

Current balances are \$744,303 in Free Cash and \$586,962 in the Stabilization Fund.

Total projected capital expenditures, excluding road work and Town Hall, are \$372,000 in FY 25, \$765,000 in FY 26, \$880,000 in FY 27, \$20,000 in FY 28, and \$170,000 in FY 29.

Given the current Stabilization and Free Cash balances, the Town will not be able to fund all the requests in FY 26 from those two sources.

Tara suggested that the shed be moved to FY 25, and Doug Newman concurred, but no decisions were made on the project requests for FY 25.

**A motion was made by Mark Walker, seconded and so voted unanimously by roll call vote to adjourn the Capital Planning portion of the meeting at 6:48 p.m.**

#### Review and take action on Reserve Fund request for Town Hall Expenses

The copier in Town Hall has a failing drum and produces color streaks when printing. It was purchased as a used machine in 2020 and the quote for repair is \$4,553.32. The reserve fund request is for \$9,138.16 to purchase a new copier off the state bid. The Town will receive a credit for unused toner. It has been recommended by the Select Board.

**A motion was made by Beth Reynolds on behalf of the Finance Committee, seconded, and so voted to grant the reserve fund transfer request in the amount of \$9138.16.**

Beth Reynolds	Aye
Dawn Trachtenberg	Aye
Barbara Marchione	Aye
Jane Fuccillo	Aye
Doug Newman	Aye
John Pshenishny	Aye

#### FY 25 Budget Discussion—Meet with Department Head: Transfer Station

Freddy Friedman could not attend the meeting so in his absence Mari presented the FY 25 Transfer Station expense budget. It increases 2.5% to \$143,500. We are in year two of our existing hauling contract. Mari noted that there has been a decrease (10%) to the tonnage of wet garbage in the last year. This could be a combination of fewer users of the transfer station (50 fewer permits sold) along with users removing recyclables, textiles, and organic matter from the wet garbage.

#### Town Administrator Updates

None.

Select Board Updates

None.

Administrative: Payroll and Vendor Warrants, Business Licenses, Other  
Payroll and Vendor warrants need to be signed.

None.

Review and approve minutes of previous meetings

Public Comments

None.

**A motion was made, seconded and so voted unanimously by roll call vote to adjourn the Select Board meeting at 7:37 p.m.**

**A motion was made, seconded and so voted unanimously by roll call vote to adjourn the Finance Committee meeting at 7:37 p.m.**

**A motion was made, seconded and so voted unanimously by roll call vote to adjourn the Capital Planning Committee meeting at 7:37 p.m.**

Submitted by: Jennifer Greenberg, Administrative Secretary

Date approved by the Select Board: 4/4/24

Date approved by the Finance Committee: 4/4/24

Date approved by the Capital Planning Committee: