

Justin Paré, President
John Simmons, Vice President
John Costello
Daniel Donovan
Mark Gould, Jr.



Darius Gregory
Andrew Shanahan
Andrea Slobogan
Patricia St. Pierre

Town of North Attleborough

TOWN COUNCIL

FINANCE SUB-COMMITTEE

43 South Washington Street, North Attleborough, MA 02760

Phone: (508) 699-0100 ext. 2555

PUBLIC MEETING

JANUARY 15, 2025, at 6:30 PM

JoAnn Cathcart Conference Room

43 South Washington St. North Attleborough, MA

I. Pledge Of Allegiance

II. Approval Of Minutes

- a. Approval of Finance Sub-Committee Minutes of January 8, 2025

III. Resident And Community Comment

IV. Old Business

- a. None at this time

V. New Business

- a. Measure 2025-029- Authorization to finance Dispatch Console Replacement project with free cash re-purposed from Emergency Operations Center Upgrade project and Capital Improvement Program Stabilization funds in the amount of \$248,634.00

Documents:

[*MEASURE 2025-029-AUTHORIZATION TO FINANCE DISPATCH
CONSOLE REPLACEMENT PROJECT WITH FC REPURPOSED.SIGNED.PDF*](#)

- b. Measure 2025-030- Authorization to transfer FY25 Free Cash in the amount of \$294,076.00 to the School Department for Chapter 70 Differential

Documents:

[*MEASURE 2025-030-AUTHORIZATION TO TRANSFER FREE CASH TO*](#)

- c. Measure 2025-032- Authorization to repurpose funds in the amount of \$28,786.00 from the Martin Boiler Project to the Roosevelt Hot Water Heater Replacement Project

Documents:

MEASURE 2025-032-AUTHORIZATION TO REPURPOSE 28,786.00 FROM MARTIN PROJECT TO ROOSEVELT PROJECT.SIGNED.PDF

- d. Measure 2025-033- Authorization to transfer FY25 Free Cash in the amount of \$3.2 mm to the Capital Improvement Program Stabilization Account

Documents:

MEASURE 2025-033-AUTHORIZATION TO TRANSFER 3.2MM FC TO CIP STABILIZATION ACCOUNT.SIGNED.PDF

- e. Measure 2025-034- Authorization to approve the appropriation of NAFD funds from the FY25 budget in the amount of \$1,946.68 for Holiday Payout from FY24

Documents:

MEASURE 2025-034- AUTHORIZATION TO APPROVE THE APPROPRIATION OF NAFD FUNDS FROM THE FY25 BUDGET.SIGNED.PDF

- f. Measure 2025-035- Authorization to Transfer \$22,945.04 accumulated interest from Sewer Retained Earnings to Sewer I & I Stabilization Fund

Documents:

MEASURE 2025-035-AUTHORIZATION TRANSFER INTEREST TO I AND I STABILIZATION.SIGNED.PDF

- g. Measure 2025-038- Appropriation request for use of FY25 retained earnings from Comcast PEG Access for North TV information technology equipment replacement in the amount of \$23,031.70

Documents:

MEASURE 2025-038 NORTH TV IT REPLACEMENT (V2).SIGNED.PDF

- h. Measure 2025-039- Authorization to transfer \$37,042.94 from the Reserve Account to the Insurance Premiums Account to pay the Insurance Premium for the Town's Insurance Policies

Documents:

MEASURE 2025-039-AUTHORIZATION TO TRANSFER FROM RESERVE ACCOUNT TO INSURANCE PREMIUMS ACCOUNT.PDF

- i. Measure 2025-040- Authorization to Re-purpose Funds from Town Clerk's CIP Digitization Project to Purchase Office Furniture in the amount of \$11,485.83

Documents:

[MEASURE 2025-040-AUTHORIZATION TO RE-PURPOSE FUNDS FROM TOWN CLERKS CIP PROJECT FO OFFICE FURNITURE.PDF](#)

VI. Adjournment

Paper copies of Measures can be obtained at the Town Manager's Office at the North Attleborough Town Hall between the hours of 8:00AM-4:30PM Monday through Thursday, and Friday 8:00AM - 12:00PM.

Hardcopies of all "Voted Measures" can be obtained in the Town Clerk's Office at the North Attleborough Town Hall between the hours of 8:00AM-4:30PM Monday through Thursday, and Friday 8:00AM - 12:00PM.

All measures can be accessed in the [Measures Database](#)



Measure #: 2025-029

TOWN COUNCIL MEASURE SUBMITTAL

Date: 01/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

MEASURE DESCRIPTION:

Authorization to finance Dispatch Console Replacement project with free cash re-purposed from Emergency Operations Center Upgrade project and Capital Improvement Program Stabilization funds in the amount of \$248,634.00

Signed:

Michael Borg

Digitally signed by Michael Borg
DN: c=US, ou=Town Manager, cn=Michael Borg, email=Emmborg@
northboro.com
Reason: I am the author of this document
Location:
Date: 2025.01.07 13:08:04 -0500
Foxit PDF Editor Version: 12.0.0

PURPOSE AND JUSTIFICATION:

During the FY 2025 budget process, the Town Council approved the Dispatch Console Replacement project, an effort aimed at replacing the furniture and associated hardware for the dispatcher console located at the police facility. Both Chiefs of NAPD and NAFD cite this as a critical need as current obsolete console is failing, and the manufacturer no longer produces parts or components. If the current console were to fail, dispatchers would need to resort to using inefficient portable radios, and NAFD would lose emergency buttons and automatic station alerting that would result in a slower emergency response. The fund source for this project remained unspecified.

Total amount needed to complete the Dispatch Console Replacement project is \$498,634.00.

On November 7, 2023, the Town Council unanimously approved measure 2023-015, Approval of the General Government Capital Improvement Plan Projects - FY2023 Free Cash. This measure included the project, Emergency Operations Center (EOC) Upgrade, for \$250,000.00. The ongoing Police Facility HVAC Replacement Project initially delayed this project, and changes in technology and methods of staff collaboration have rendered the planned EOC upgrades obsolete and unnecessary. The Town Manager contends that it is in the best interest of the Town to transfer this funding to the Dispatch Control Replacement Project.

To complete funding for the Dispatch Control Replacement project, the Town Manager requests a transfer of \$248,634.00 from Capital Improvement Program Stabilization funds.

SPECIAL REQUIREMENTS:

ATTACHMENTS: Dispatch Console Replacement Slide, Dispatch Console Narrative, Measure 23-15

REFER TO SUB-COMMITTEE: Finance

Measure #: 2025-029

TOWN COUNCIL MEASURE SUBMITTAL

Date: 01/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

PURPOSE AND JUSTIFICATION CONTINUED:



Measure #: 2025-030

TOWN COUNCIL MEASURE SUBMITTAL

Date: 01/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

MEASURE DESCRIPTION:

Authorization to transfer FY25 Free Cash in the amount of of \$294,076.00 to the School Department for Chapter 70 Differential

Signed:

Michael Borg

Digitally signed by Michael Borg
DN: c=US, ou=Town Manager, cn=Michael Borg, email=Emmborg@
attleboro.com
Reason: I am the author of this document
Location:
Date: 2025.01.07 13:32:39-0500
Foxit PDF Editor Version: 12.0.0

PURPOSE AND JUSTIFICATION:

Purpose:

To allocate \$294,076 in additional Chapter 70 state aid to the School Department for FY25 from certified FY25 Free Cash. This funding reflects the differential between the Chapter 70 appropriation in the Governor's initial budget proposal and the final budget signed into law after July 1, 2024, which occurred following the Town Council's budget approval and passage.

Justification:

The allocation of \$294,076 from certified FY25 Free Cash provides the School Department with access to additional state aid without increasing their FY25 operating budget. Instead, these funds would be made available outside of their general fund allocation to address critical needs and priorities.

The School Department may, but not limited to, utilize this funding to:

- Address Emerging Needs
- Offset Inflationary Pressures and help mitigate the impact of rising costs in areas such as supplies, transportation, curriculum, or student programs.
- Fund FY25 Capital Projects

By allocating these funds from FY25 free cash, the Town ensures that the School Department has the financial support necessary to maintain and enhance educational services while adhering to budgetary constraints. This allocation reinforces the Town's commitment to supporting public education.

We respectfully request approval for the allocation of \$294,076 from certified FY25 Free Cash to the School Department for their use in alignment with their strategic priorities.

SPECIAL REQUIREMENTS:

ATTACHMENTS: Backup Documents

REFER TO SUB-COMMITTEE: Finance

Measure #: 2025-030

TOWN COUNCIL MEASURE SUBMITTAL

Date: 01/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

PURPOSE AND JUSTIFICATION CONTINUED:



Measure #: 2025-032

TOWN COUNCIL MEASURE SUBMITTAL

Date: 01/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

MEASURE DESCRIPTION:

Authorization to repurpose \$28,786.00 of funds from the Martin Boiler Project to be used to fund the Roosevelt Hot Water Replacement Project for the School Department

Signed:

Michael Borg

Digitally signed by Michael Borg
DN: c=US, ou=Town Manager, cn=Michael Borg, email=Emmborg@
nattleboro.com
Reason: I am the author of this document
Location:
Date: 2025.01.07 13:52:22-0500
Foxit PDF Editor Version: 12.0.0

PURPOSE AND JUSTIFICATION:

Purpose:

To request Town Council approval to repurpose \$28,786.00 from funds allocated in Measure 2024-028 for the Martin Boiler Project to fund the Roosevelt Elementary School Hot Water Replacement Project.

Justification:

The water heaters at Roosevelt Elementary School have failed and are no longer operational, necessitating immediate replacement to ensure the facility's essential hot water needs are met.

The Martin Boiler Project is nearing completion, with a remaining balance of \$165,864.61. The project will be closed out once final controls for the boiler are installed. Repurposing \$28,786.00 from this account will allow for the timely completion of the Roosevelt Hot Water Replacement Project without impacting other active capital projects.

Funding Source:

Martin Boiler Project Account: 30300428-530000 Capital

We respectfully request Town Council approval to reallocate these funds to address the urgent need for the replacement of the water heaters at Roosevelt Elementary School.

SPECIAL REQUIREMENTS:

ATTACHMENTS: Measure 2024-028

REFER TO SUB-COMMITTEE: Finance

Measure #: 2025-032

TOWN COUNCIL MEASURE SUBMITTAL

Date: 01/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

PURPOSE AND JUSTIFICATION CONTINUED:



Measure #: 2025-033

TOWN COUNCIL MEASURE SUBMITTAL

Date: 01/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

MEASURE DESCRIPTION:

Authorization to transfer FY25 Free Cash in the amount of \$3.2 million to the Capital Improvement Program Stabilization Account

Signed:

Michael Borg

Digitally signed by Michael Borg
DN: c=US, ou=Town Manager, cn=Michael Borg, email=Emmborg@
nattleboro.com
Reason: I am the author of this document
Location:
Date: 2025.01.07 14:45:16-0500
Foxit PDF Editor Version: 12.0.0

PURPOSE AND JUSTIFICATION:

Purpose:

To request that the Town Council authorize the transfer of \$3.2 million from FY25 certified Free Cash to the Capital Improvement Program (CIP) Stabilization Account.

Justification:

The Department of Revenue (DOR) certified the Town's FY25 Free Cash at \$5,540,000. This strong Free Cash position reflects the Town's commitment to long-standing fiscal policies and sound financial management.

This transfer supports the approved Free Cash strategy by reallocating funds designated for key projects as follows:

\$2.1 million allocated for the Tri-County Vocational High School Building Project

\$1.1 million allocated for the Health Insurance Stabilization

By transferring these funds to the CIP Stabilization Account, the Town has the opportunity to earn a higher rate of return on the investment while maintaining flexibility to withdraw the funds later for their intended purposes through the appropriate measures and required approvals.

This initiative not only aligns with the Town's commitment to fiscal prudence but also ensures that funds allocated for significant capital projects are managed in a way that maximizes financial growth and stability.

We respectfully request the Town Council approve the transfer of \$3.2 million in FY25 Free Cash to the Capital Improvement Program Stabilization Account.

SPECIAL REQUIREMENTS:

ATTACHMENTS:

REFER TO SUB-COMMITTEE: Finance

Measure #: 2025-033

TOWN COUNCIL MEASURE SUBMITTAL

Date: 01/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

PURPOSE AND JUSTIFICATION CONTINUED:



Measure #: 2025-034

TOWN COUNCIL MEASURE SUBMITTAL

Date: 01/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

MEASURE DESCRIPTION:

Authorization to approve the appropriation of NAFD funds from the FY25 budget in the amount of \$1,946.68 for Holiday Payout from FY24

Signed:

Michael Borg

Digitally signed by Michael Borg
DN: c=US, ou=Town Manager, cn=Michael Borg, email=Emmborg@
northattleboro.com
Reason: I am the author of this document
Location:
Date: 2025.01.07 14:49:39 -0500
Foxit PDF Editor Version: 12.0.0

PURPOSE AND JUSTIFICATION:

As required the holiday payout for December 2024 was encumbered in June of 2024 however, due to a personnel issue beyond the control of the Administration the Holiday Payout left a shortage of \$1946.68.

Therefore, I am requesting the Town Council to authorize the appropriation of funds from the Fiscal Year 2025 budget in the amount \$1,946.68 to cover a shortage in the Holiday Payout from Fiscal Year 2024.

SPECIAL REQUIREMENTS:

ATTACHMENTS:

REFER TO SUB-COMMITTEE: Finance

Measure #: 2025-034

TOWN COUNCIL MEASURE SUBMITTAL

Date: 01/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

PURPOSE AND JUSTIFICATION CONTINUED:



Measure #: 2025-035

TOWN COUNCIL MEASURE SUBMITTAL

Date: 1/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

MEASURE DESCRIPTION:

Authorization to Transfer \$22,945.04 accumulated interest from Sewer Retained Earnings to Sewer I&I Stabilization Fund

Signed:

Michael Borg

Digitally signed by Michael Borg
DN: c=US, ou=Town Manager, cn=Michael Borg, email=Emmborg@nattleboro.com
Reason: I am the author of this document
Location:
Date: 2025.01.07 14:54:08 -0500
Foxit PDF Editor Version: 12.0.0

PURPOSE AND JUSTIFICATION:

Interest earned on the funds within the Sewer Inflow & Infiltration (I&I) Stabilization Account was not properly attributed to the account in prior years. This oversight was recently identified and corrected to ensure that interest on these funds is properly allocated moving forward.

To rectify the missed attribution for prior periods, this measure requests the transfer of \$22,945.04 from Sewer Retained Earnings to the Sewer I&I Stabilization Account. This correction ensures the account reflects the appropriate interest earnings and aligns with the Town's commitment to accurate financial management and transparency.

We respectfully request the Town Council approve this transfers.

SPECIAL REQUIREMENTS:

ATTACHMENTS:

REFER TO SUB-COMMITTEE: Finance

Measure #: 2025-035

TOWN COUNCIL MEASURE SUBMITTAL

Date: 1/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

PURPOSE AND JUSTIFICATION CONTINUED:



Measure #: 2025-038

TOWN COUNCIL MEASURE SUBMITTAL

Date: 1/13/2025	Submitted By: Town Manager	Telephone #: 508-699-0100
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MEASURE DESCRIPTION:

Appropriation request for use of FY'25 retained earnings from Comcast PEG Access for North TV information technology equipment replacement in the amount of \$23,031.70.

Signed: Michael Borg

Digitally signed by Michael Borg
DN: c=US, ou=Town Manager, cn=Michael Borg, email=Emmborg@nattleboro.com
Reason: I am the author of this document
Location:
Date: 2025.01.10 08:17:24 -0500
Foxit PDF Editor Version: 12.0.0

PURPOSE AND JUSTIFICATION:

Each year, the Town receives funds from Comcast for the funding of North TV capital improvement projects necessary to produce PEG access programming. The North TV information technology equipment replacement project meets this criteria.

North TV information technology equipment is at the end of its useful service life as current assets are nearly ten years old. Current assets are extremely slow when editing and processing video footage, and this has resulted in slower production time and inefficient use of staff time.

North TV requests funds to purchase the following information technology equipment:

- Five (5) Apple Mac Mini computers with the following features: \$12,494.95
 - 14-core CPU and 20-core GPU
 - 16-core Neural Engine
 - 48 GB unified memory
 - 1 TB SSD storage
 - Three Thunderbolt 5 ports, HDMI port, and Two USB-C ports
 - Final Cut Pro software
- Five (5) Apple Studio Displays with the following features: \$7,995.00
 - 27-inch 5k display
 - 12 MP Ultra Wide camera with Center Stage
 - Studio-quality microphones
 - Six-speaker sound system with Spatial Audio
 - Standard glass display
- Five (5) Razor Thunderbolt Docking Stations \$1,445.00
- 5% Contingency \$1,096.75

SPECIAL REQUIREMENTS:

ATTACHMENTS: Apple and Amazon.com Quotes

REFER TO SUB-COMMITTEE: Finance

TOWN COUNCIL MEASURE SUBMITTAL

Date: 1/13/2025

Submitted By: Town Manager

Telephone #: 508-699-0100

PURPOSE AND JUSTIFICATION CONTINUED:

Total Project Cost: \$23,031.70

I request that the Town Council approve the request for the use of FY'25 retained earnings for the Comcast PEG Access for the North TV information technology replacement project in the amount of \$23,031.70.



Measure #: _____

TOWN COUNCIL MEASURE SUBMITTAL

Date: _____	Submitted By: _____	Telephone #: _____
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MEASURE DESCRIPTION:

Signed: _____

PURPOSE AND JUSTIFICATION:

SPECIAL REQUIREMENTS:

ATTACHMENTS:

REFER TO SUB-COMMITTEE:

Measure #:

TOWN COUNCIL MEASURE SUBMITTAL

Date:	Submitted By:	Telephone #:
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PURPOSE AND JUSTIFICATION CONTINUED:



Measure #: _____

TOWN COUNCIL MEASURE SUBMITTAL

Date: _____	Submitted By: _____	Telephone #: _____
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MEASURE DESCRIPTION:

Signed: _____

PURPOSE AND JUSTIFICATION:

SPECIAL REQUIREMENTS:

ATTACHMENTS:

REFER TO SUB-COMMITTEE:

Measure #:

TOWN COUNCIL MEASURE SUBMITTAL

Date:	Submitted By:	Telephone #:
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PURPOSE AND JUSTIFICATION CONTINUED: