

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**  
43 South Washington Street, North Attleborough, MA 02760  
Phone: (508) 699-0100

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6/6/2024 - Minutes

**I. Pledge Of Allegiance**

**PLEDGE OF ALLEGIANCE**

Vice-President Simmons called the meeting to order at 6:30 P.M. and lead the Committee and the audience in the pledge of allegiance.

**Members Present:**

John Simmons

Craig Cameron

John Costello

Dan Donovan

Pat St. Pierre

**Members Absent**

Kathleen Prescott

Chris Shamp

**Staff Present:**

Town Manager Michael Borg

Assistant Town Manager Antonio Morabito

Clerk of the Council Kerrin Billinghoff

Town Accountant Linda Catanzariti

Tax Collector/Treasurer Chris Sweet

NAPD Chief Rick McQuade

Animal Control Officer Andrew Dubois

**Residents:**

None at this time.

**Invited Guests Present:**

None at this time.

**Documents Reviewed:**

- Finance Sub-Committee Meeting Minutes 5/22/2024
- Measure 2024-090- FY25 General Fund Annual Appropriation. AMENDED
- Measure 2024-094- FY25 Solid Waste Enterprise Fund Annual Appropriation. AMENDED
- Measure 2024-095- FY25 Sewer Enterprise Fund Annual Appropriation. AMENDED
- Measure 2024-096- FY25 Water Enterprise Fund Annual Appropriation. AMENDED
- Measure 2024-119- Contract Approval - Appointment of Town Auditor - CLA (CliftonLarsonAllen LLP) for Fiscal Year 2025
- Measure 2024-122- Authorization to repurpose funds in the amount of \$30,000 for the Department of Public Works Electronic Document Filing Project. AMENDED
- Measure 2024-124- NAPD
- AFSME and USW Union Cost for hours increase for both departments and enterprise funds.
- Animal Shelter Munis Sheets- **Updated**

**II. Approval Of Minutes**

- a. Approval of Finance Sub-Committee Minutes of May 22, 2024

Approval of Finance Sub-Committee Minutes of May 22, 2024

Councilor Donovan made a motion to approve the Finance Sub-Committee Minutes of May 22, 2024.

Councilor Costello seconded the motion.

**Motion carried 5-0.**

**III. Resident And Community Comment**

None at this time.

**IV. Old Business**

- a. FY25 BUDGET MEASURES

i. Measure 2024-090- FY25 General Fund Annual Appropriation.AMENDED

Measure 2024-090- FY25 General Fund Annual Appropriation. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough raise and appropriate, including appropriations from available funds, the sum of \$109,204,912 to provide for all the expenses for the maintenance and operation of the Town's several departments and activities for the Fiscal Year 2025, and that the several sums herein set forth are hereby approved for **the several purposes and are subject to the conditions specified. The sources of funding and allocation of said expenditures are as outlined in the Revenue Projections, Expense Projections and proposed FY2025 Operating Budget, which are attached hereto and incorporated herein.**"

Town Manager Borg explained that the original measure was amended due to the Agreements for both the AFSME and USW Unions which included the increase of hours. The handout for the increase of USW and AFSME was reviewed. The funds to cover the increase of hours was found in the Health Care line item, which was a savings when we became Self-Insured. The bottom line of the FY25 Budget did not change.

Councilor Donovan made a motion to refer Measure 2024-090- FY25 General Fund Annual Appropriation. AMENDED back to the Full Town Council with a positive recommendation.

Councilor Costello seconded the motion.

**Motion carried 5-0.**

ii. Measure 2024-094- FY25 Solid Waste Enterprise Fund Annual Appropriation. AMENDED

Measure 2024-094- FY25 Solid Waste Enterprise Fund Annual Appropriation. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough raise and appropriate the sum of \$3,911,548 to fund salaries, operation, debt and expenses of the Solid Waste Department, and to meet said appropriation raise the sum of \$3,811,548 through solid waste rates and **other sources, and transfer the sum of \$100,000 from the Solid Waste Enterprise Fund Retained Earnings,** and that the Director of Solid Waste, with the approval of the Town Manager, be authorized to expend said funds.

In addition, any expenditure from the Solid Waste Reserve Fund for extraordinary and unforeseen circumstances is subject to the approval of the Town Manager and the Town Council."

Town Manager Borg reviewed this amended measure with the Committee and explained why it was amended from the original measure. Mr. Borg stated that new Munis sheets were attached to this measure to show the increase in the amount of the Solid Waste Enterprise Fund to cover the increase of hours for both the AFSME and USW Unions.

Councilor Donovan made a motion to refer Measure 2024-094- FY25 Solid Waste Enterprise Fund Annual Appropriation. AMENDED back to the Full Town Council with a favorable recommendation.

Councilor St. Pierre seconded the motion.

**Motion carried 5-0.**

- iii. Measure 2024-095-FY25 Sewer Enterprise Fund Annual Appropriation. AMENDED

Measure 2024-095-FY25 Sewer Enterprise Fund Annual Appropriation. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough raise and appropriate the sum of \$6,612,438 to fund salaries, operation, debt and expenses of the Sewer Department, and to meet said appropriation raise the sum of \$6,512,438 through sewer rates and other sources and transfer the sum of \$100,000 from Sewer Enterprise Retained Earnings, and that the Director of Public Works, with the approval of the Town Manager, be authorized to expend said funds.

In addition, any expenditure from the Sewer Enterprise Reserve Fund for extraordinary and unforeseen circumstances is subject to the approval of the Town Manager and the Town Council."

Town Manager Borg reviewed this amended measure with the Committee and explained why it was amended from the original measure. Mr. Borg stated that new Munis sheets were attached to this measure to show the increase in the amount of the Sewer Enterprise Fund to cover the increase of hours for both the AFSME and USW Unions.

Councilor Donovan made a motion to refer Measure 2024-095-FY25 Sewer Enterprise Fund Annual Appropriation. AMENDED back to the Full Town Council with a positive recommendation.

Councilor Costello seconded the motion.

**Motion carried 5-0.**

- iv. Measure 2024-096- FY25 Water Enterprise Fund Annual Appropriation. AMENDED

Measure 2024-096- FY25 Water Enterprise Fund Annual Appropriation. AMENDED

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough raise and appropriate the sum of \$5,735,129 to fund salaries, operations, debt and expenses of the Water Department, and to meet said appropriation raise the sum of \$5,635,129 through water rates and other sources and transfer the sum of \$100,000 from Water Enterprise Retained Earnings, and that the Director of Public Works, with the approval of the Town Manager, be authorized to expend said funds.

In addition, any expenditure from the Water Enterprise Reserve Fund for extraordinary

and unforeseen circumstances is subject to the approval of the Town Manager and the Town Council."

Town Manager Borg reviewed this amended measure with the Committee and explained why it was amended from the original measure. Mr. Borg stated that new Munis sheets were attached to this measure to show the increase in the amount of the Water Enterprise Fund to cover the increase of hours for both the AFSME and USW Unions.

Councilor Donovan made a motion to refer Measure 2024-096- FY25 Water Enterprise Fund Annual Appropriation. AMENDED back to the Full Town Council with a favorable recommendation.

Councilor Costello seconded the motion.

**Motion carried 5-0.**

Animal Control Officer Andrew Dubois was in attendance to address the Committee and update them on the current staffing issues of the Shelter. He explained what is being requested in his staff so that the Animal Shelter can operate effectively and efficiently. Mr. Dubois explained that they will use the donation from an individual (donated to the shelter for the purpose of Building Maintenance towards Building Maintenance), and use the allocated funds that the Town appropriated towards Building Maintenance to Salaries instead. The donation is in the amount of one- and one-half times the amount that the Town had allocated towards Building Maintenance (\$45,000.00). This \$45,000.00 will be allocated to cover the new requested full-time staffing expenses.

Town Accountant Linda Catanzariti gave clarification that this amount was the second half of the one-time donation. The first part was \$55,000.00 and the second part is the \$45,000.00 that is being referred to.

**V. New Business**

- a. Measure 2024-119-Contract Approval - Appointment of Town Auditor - CLA (CliftonLarsonAllen LLP) for Fiscal Year 2025

Measure 2024-119-Contract Approval - Appointment of Town Auditor - CLA (CliftonLarsonAllen LLP) for Fiscal Year 2025

Town Manager Borg requested that this measure be continued to the next Finance Sub-Committee Meeting, as the contract is not yet back from CLA. Councilor Gould is reviewing this contract with the awarded Town Auditor. Hopefully we will have this contract back by early next week.

- b. Measure 2024-122- Authorization to repurpose funds in the amount of \$30,000 for the Department of Public Works Electronic Document Filing Project

Measure 2024-122- Authorization to repurpose funds in the amount of \$30,000 for the Department of Public Works Electronic Document Filing Project. AMENDED

In the original FY25 Capital Budget Proposal, \$30,000 was allocated to the Department of Public Works for the Electronic Document Filing Project. This project was initially planned to be funded by FY24 Free Cash. However, instead of using Free Cash, this project can be funded by repurposing remaining funds from the Server Upgrade Project (account 30155165-585118) in the amount of \$20,254.64 and the Conservation Vehicle Replacement (account 30171362-585100) in the amount of \$9,745.36.

Approval of this measure will enable the project to commence immediately, rather than being tied to the FY25 Capital Program.

Councilor Donovan made a motion to refer Measure 2024-122- Authorization to repurpose funds in the amount of \$30,000 for the Department of Public Works Electronic Document Filing Project. AMENDED back to the Full Town Council with a favorable recommendation.

Councilor St. Pierre seconded the motion.

**Motion carried 5-0.**

## VI. Executive Session

- a. M.G.L. c.30A, Sec.21(a) To discuss the deployment of, or strategy regarding security personnel or devices, e.g., a sting operation.

Vice-President read into the record: Pursuant to M.G.L. c.30A, Sec. 21(a) - To discuss the deployment of or strategy regarding security personnel or devices, e.g., a sting operation we will be entering into Executive Session and will not be returning to Regular Session. The Town Council will adjourn directly from Executive Session.

Councilor Donovan made a motion to enter into Executive Session.

Councilor St. Pierre seconded the motion.

Roll Call Vote was taken:

Mr. Cameron	Yes
Councilor Costello	Yes
Councilor Donovan	Yes
Vice-President Simmons	Yes
Councilor St. Pierre	Yes

**Motion carried 5-0.**

- i. Measure 2024-124- NAPD

## VII. Adjournment

Meeting went into Executive Session at 6:47PM and adjourned directly from Executive Session.