

TOWN OF FOXBOROUGH
SELECTMEN'S MEETING
MAY 17, 2016

Members Present: David S. Feldman, Chairman
Christopher P. Mitchell, Vice Chairman
Mark Elfman, Clerk
James J. DeVellis
Virginia M. Coppola

Others Present: William G. Keegan, Jr., Town Manager
Ms. Mary Beth Bernard, Assistant Town Manager
Mr. Randy Scollins, Finance Director
Mr. Larry Thomas, Audit Committee
Mr. John Spinney, Audit Committee
Ms. Jess Enos, NPS, LLC
State Representative Jay Barrows
Mr. Kevin O'Brien, Splitsville

The meeting was brought to order at 7:00 p.m. by David Feldman.

David Feldman read the agenda.

7:00pm – Citizen's Input

No one was present for Citizen's Input.

7:05pm – Selectmen's Update

Mr. Feldman wanted to thank the Jaycees who had their Spring Fling on Saturday. He drove by the Common about 6:45am and the vendors were all everywhere setting up. It looked like they had a huge crowd of vendors. Yesterday from 4:00pm-7:00pm Southeastern Regional Planning & Economic Development District held an open house and were reaching out for resident concerns on Route 140 as part of their Route 140 study from Norton to Foxborough. They had about 40+ people come in and make recommendations and ask questions and a lot of them actually took an online survey. The recommendations were fairly consistent and they ranged from right-turn only on Walnut Street, to roundabouts, to traffic lights; there were even a couple of residents looking for new access roadways. They are going to take all that information and they still have meetings scheduled with the Town of Mansfield and Norton over the next few weeks. You will see them out there doing traffic counts and movement analysis and they hope to be making recommendations by the end of year. If anyone is interested you can go on to their website for more information at: www.srpedd.org where you can get updated information on where they stand on that project and some others.

Mr. Feldman wanted to congratulate Andrew McPhee who recently achieved the rank of Eagle Scout. His Eagle Service project was erecting a flagpole and raising the flag at the Community Farm Stand. They will be having an Eagle Court of Honor on June 12, 2016 and Mr. Mitchell will attend that.

Mr. Feldman stated that he has been thinking about the Selectmen's Update and it should really be an open forum for the Board as a group to provide updates of not only what is going on in the community but also updates on other board meetings or committee meetings that they may attend. The Board of Selectmen and the School Committee are the only meetings that are actually broadcast on Cable Access and may provide the community with some valuable updates.

Mr. DeVellis stated that the flagpole arrived today and last week the foundation went in 10' deep by 6'-8' wide so there is tons of concrete in there. They brought in the flagpole in three different sections and they are putting it together so you will see it lying flat on the common and potentially tomorrow they are going to be putting it up. The Time Capsule is still going on and they extended that until Friday so Rachael Calabrese is collecting a lot of letters this week so hopefully they will get some more towards the end of the week and that will go into a box under the flagpole area to be opened in fifty years. On Memorial Day it is about the Veterans so they are going to have that service as they always do but then they are going to turn and do a small ceremony at the flag and have a tent and coffee on 5/30/16 so if people wanted to come there he thinks that will be a great opportunity. That is when the flag will go up for the first time. Mr. Feldman stated that if anyone wants to get a perspective of what a 100' tall flagpole looks like, they can really get a true perspective seeing it lying on the ground in sections. Mr. DeVellis stated that it is together now; they just finished about an hour ago. Mr. Mitchell asked if Mr. DeVellis had a time in which Mr. DeVellis stated maybe sometime late morning they will start.

7:06pm – Adoption of Financial Policies – Audit Committee, Randy Scollins, Larry Thomas,

Mr. Scollins stated that they are here tonight to recommend some financial policies for the town. Before they walk through the presentation Mr. Scollins wanted to give them a summary (reader's digest) based on why they would propose this. First off is the fact that this would fulfill their commitment for the Community Compact that the town signed with the Governor's Office to show best practices in this particular area so they will be able to check that off. In addition to that it would satisfy the expectations of their rating agency, Standard & Poors; they specifically called this out in their last rating that they would like to see this and hopefully that will transfer into a higher rating and a lower interest rate at their next bond offering. Lastly, but in Mr. Scollins opinion most important, is the fact that they will have finally memorialized, put in writing and formally adopted by all of the policy committees some formal financial guidance for the town so as they all come and go, that the people who follow behind them will have the best chance to continue on with the success that they have had with the particular policies.

Just prior to the town going to the bond market to borrow for capital projects they were rated by a credit rating agency. That credit rating has a very strong correlation to what is bid by investors for their bond interest rates. Favorable ratings result in lower interest costs that are bid for the bonds and currently S&P (Standard & Poors) has Foxborough rated at a AA+ with a positive

outlook. Their rating had been increased seven years ago from AA- to AA+ and the town saved hundreds of thousands of dollars since then with that. On the chart Mr. Scollins supplied to the Board he stated that they could see the full scale; there are three different agencies that are the primary raters; Fitch, S&P and Moody's. At the bottom of the investment grade section would be DDD's; he knows that Moody's is slightly different on the way that they market, but that is the bottom. Where Foxborough is, is one below the top at AA+ in the S&P column so Foxborough's bonds are considered a very low credit risk and one more peg upgrade for them and it would achieve that AAA minimal credit risk. Foxborough is already in good territory and this would just solidify us to be as high as we can possibly go.

All of the words on the "Summary Highlights of Foxborough's Last Rating" came directly from the rating report that they received six months ago from Standard & Poors. They basically summarized Foxborough's offering backed by a very strong economy. They said strong management with "good financial policies and practices". Good basically means that we have many of our policies documented and in place; the basics, investment policies and budget policies but the policies that they are looking to have formalized and adopted are the ones that affect the funds that the town is charged with; it is an undesignated fund balance, it is reserves; what our policies are on debt and debt management. We get rated "good" because we have demonstrated very good practices in the past. Strong would be that we actually committed them to writing for the third purpose that Mr. Scollins had mentioned earlier so as they come and go that is actually a road map for people to use or change. They highlighted the town's strong budgetary performance; very strong budget flexibility; very strong liquidity and very strong debt and contingent liability position. Contingent liability is what some refer to as the town's unfunded liabilities; the pension liability that we have and the OPEB or the town's retiree/benefit liability. They considered our positions in those two areas very strong. The last item that they comment on is strong institutional framework and what in essence that is, is they are commenting on the form of government that we operate within here in Massachusetts so the State of Massachusetts and the form of government that we have here and the general nature of the economy and how we are supported with state revenue and how funds flow and how business works in Massachusetts. That was the summary of their rating of the AA+.

Everything on the "S&P's Rating & Recommendation" except for the bottom two bullets also came directly from the report. They revised our outlook on all of our bonds from AA+ stable to AA+ positive so based on new information that they gleaned from us they thought things were looking up here and still AA+ rating but there are gradations within that; stable, positive or neutral they moved us to the highest you can go in AA+ and they stated that they based the outlook revision on a history of favorable operating performance; very strong reserves and a very strong growing economy. Should Foxborough sustain its trajectory of balanced operations while continuing to add to reserves (and here is the point that they made to them) "and should officials introduce formal policies, we could raise their rating within their two-year outlook time frame. This was just six months ago so in essence they are making a very strong suggestion that this is the last piece that they are looking for from them and they rate everything else very strong.

They also say that if budgetary performance becomes imbalanced, leading to draw on reserves lower than the positions that they have achieved in the past, they could revise the outlook to stable. Mr. Scollins is pleased that they said to stable and not to a AA or a AA-. We are doing

very well, we just need to continue what we are doing and again formalize our policies. The specific policies that they are looking to have adopted are in the area of reserves which includes free cash; the unfunded liabilities, OPEB, pension and our capital improvement approach and our debt management approach and that is what they are proposing tonight.

They do receive credit for following very good practices in all of these areas but we can strengthen the financial industry's view of us if we could formally adopt the policies reflecting our practices. That is a key point that he wanted to note is, that there is nothing new being proposed here; there is no change of direction at all for the town, all they are doing here is they are documenting what they have always done so there is no challenge to how they operate. The Audit Committee was very good to shape the policies so that they were workable ranges but ranges that were still conservative enough to keep us on our toes financially.

The process that they followed to adopt the policies is the Town Audit Committee has been meeting which includes, John Spinney, Larry Thomas, William Keegan, Superintendent Spinelli, Charlie McAlister and they had Brian Walton for a while before he moved out of state. Ultimately they unanimously voted to adopt the proposed financial policies. Mr. Scollins is not a voting member of the Audit Committee; he is an Ex Officio so it was voted by that group. They have been meeting with policy boards to discuss and look for their acceptance. The result of this will satisfy recommendations of the rating agency giving them their best chance to achieve a AAA+ rating on their next bond offering. They are planning to go to market in the next couple of weeks (beginning of June) and they are already working on the prospectus, the offering and gathering the documents to fund the Town Hall project at \$6.86M and the Water Treatment Plant project that was just approved at the Annual Town Meeting for \$16.5M all of the debt service being funded by Water receipts not General Fund receipts. So a total offering of \$23.36M and it will be an offering that definitely will get some interest certainly a lot more than the town hall alone offering would have gotten so it is a good time for them to shine and capture the lowest interest rate that they can.

They presented this to the Advisory Committee and they voted to adopt the policies. They also did the same with the Water & Sewer Commissioners and they voted unanimously to do the same and last night they met with the School Committee and they also voted unanimously to adopt. Now, here they are in front of the Board looking to go over the policies and hoping for the Board's endorsement.

Mr. Scollins stated that what they have done on the next two pages of the handout "Financial Policies Summary / FY2015 Report Card" is to distill the 10-page policy document which the Board should all have in essence into a report card (2 pages on the slide but 1 page handout). Mr. Scollins stated that he calls it a report card because it takes all of the key policies contained within that document and it turns them into metrics which means they can easily report out on them at the end of every fiscal year and see exactly where they are. Rather than just have several pages of policy documentation, they actually have something that they will intend to report out on every year to all of the policy boards so everyone is aware of where they are and whether they are within their ranges and targets. This is the first half of the report card and it is for FY2015 and obviously we are still within FY2016 so the book is not closed on that yet but Mr. Scollins is not expecting any red "x"s in any of the columns for FY2016.

The first item is the unassigned fund balance which is an accounting term, it has been changed multiple times by GASB (Government Accounting Standards Board) from unreserved to just total fund balance but as the accounting world has become more conservative with all of the things going on in the financial market, it has become a very much tighter definition of exactly what you would consider unassigned which in essence is unreserved general fund equity comprised primarily of their stabilization fund and their free cash so basically funds that they have available to them in the general fund, not Water & Sewer but the general fund, that are uncommitted in any way. The target that they have arrived at is something that is not less than 7 ½% of actual budgetary expenditures to have in this reserve but they are really a target range of 10-15%. They actually had an actual at the end of FY15 of 15.19% or \$9.5M of actual budgetary expenses. They are clearly above the benchmark. Standard & Poors called out and they will add another component that is not unassigned and get it up to this 19% but that is an inflated view of it, this is really the raw look at what is unassigned; they are adding in an assigned piece when they do that. The piece that they are adding in is when they commit free cash funds for the next year's budget. They are counting that as available but we know it is not. They are counting it that way because it is not spent yet you could redirect if you needed to. We are in good shape there and again how that is comprised of is their free cash balance or primarily free cash balance and they talked extensively about free cash in the past about how they under commit their local receipts; the amount of funds that they expect to collect in the year in order to create this free cash recharge so in essence they are not spending every dollar that comes in or plan to spend every dollar that comes in. They are looking to reload this reserve so they can then use it for the following years operating and capital budgets and that is what gives them a cushion and flexibility they are referring to. Many other communities will spend every dime that is coming in and that could result in shortfalls. We conservatively forecast all the revenue that is going to come in but then they constantly make a decision to say okay they are going to reserve \$1.5M of local receipts not to spend this year so they can recharge free cash; the rest of it primarily comes from unexpended budgets which they cannot exceed the budget so there is always something that will drop out there and there are minor changes on the balance sheet that impact it. This past year they had a free cash balance of certified of about \$7.5M and they rolled forward about \$3M so they didn't generate all of that last year and they rolled that forward because of the good times they have been having here in the community with all of the commercial development and residential development and they had been using that after 2008 to engineer a soft landing so instead of cutting services they were able to use some of this reserve to level things out. Those times will come again and so it is good to know that they will have something like this to be able to maintain services. The \$2M will get used every year just for basic operations and capital. The other primary component is their general stabilization fund which is the target; the rating agencies have been very clear about this. They are looking for 5% of our general fund operating budget which we have and they have been maintaining with some modest increases to that as the budget grows, they increase it to maintain that ratio and they will probably increase it again next year slightly and go to \$180,000 but that equates to \$3,070,000 or 5.31% of the operating budget. That particular item is really not one to be spent unless they have a real disaster; he wouldn't term it a rainy day fund because unfortunately as the regulations have tightened after what happened in 2008 in the financial industry, any draw on that account is a disclosure event to the rating agencies in the investment community so even though it may be something innocuous; you are going to borrow \$100,000 this year and then give it back next

year, anything like that, they might look at that as a leading indicator of some stress within our financial picture. The primary use for that and pretty much the only use for that would be in a real disaster which he does not foresee in the near or intermediate term, they would have funds to make our debt service payments and that is what they are looking for; if you hit hard times that you are actually going to be able to pay your debt because if you can't pay your debt, that is going to jeopardize your ability to get credit at that particular point in time. That is really the core foundation for them.

The \$3M and \$5.7M in free cash and some other smaller bids that may be unassigned, but that is how they get to the \$9.5M. If they were to recharge say \$1.5M plus the \$3M you would be really be at the bottom of their range and target of \$7.5M. They should be able to recharge all things being equal at least \$2M so therefore they should be able to obtain something closer to 10%. Those are the key ones that they are hyper-focused on; the rating agencies. There are other pieces of reserves that they do have; the capital stabilization fund which is a relatively new item for them; they have \$550,000 in that and that is geared towards ongoing capital asset maintenance and replacement. The suggestion for something like that is either some unanticipated expensive maintenance that has to be done on a building; the most expensive asset and investment in the town other than the people and then more preferably to lower the cost on an excluded debt project so they can lower the burden on taxpayers when they have to go out for an excluded debt project which they will likely do for the Burrell School, that will be an excluded debt project because they just won't be able to fit that debt service plus the town hall service within the operating budget. That would be at that point in time a recommendation for that but obviously it is subject to the whole budgetary process.

\$100,000 minimum, this is a new item for them, they never really had this, this is fairly new and they put in \$500,000 a few years ago when they had a good year knowing that it didn't need to be in stabilization but they did have capital needs so they thought let's put it here knowing that they had to disclose anything that came in and out of general stabilization they were finally allowed to create other stabilization accounts so they could avoid that with other funds that they wanted to sock away for other major expenditures so that is why it is a separate fund. \$100,000 they haven't been able to put into this since they actually put that first \$500,000 so he is thinking the Central Maintenance Program, the way that has been working now and the Central Maintenance team; they have been doing a great job maintaining municipal facilities in addition to what they have been doing with the schools and he is anticipating that this account may allow them to contribute as the facilities director is intending to, all the blocking and tackling needs of all of our municipal buildings that they are going to avoid some more costly items and they are sufficiently funded in that account and this is their first year and they may actually have a nice turn back in that and that would be added to this account as it was intended.

The Overlay Reserve is just a requirement of the Department of Revenue and they set the tax rate in order for them to cover two things; one is exemptions which the town gives out annually on average approximately \$220,000 of exemptions for those who apply; property tax exemptions, the seniors, veterans, etc. The other \$220,000 they target every year is for abatements. People are certainly encouraged to apply for abatements; they absolutely encourage that in the Assessors' Office so they can have fair cash value across the board; everyone is paying their fair share and they don't shy away from that and they are required by the Department of Revenue to

carry an amount like that. The range is higher than what they target for every year because this is an item that doesn't happen at town meeting; at town meeting they don't fund the overlay reserve, this is the last item that gets decided when they set the tax rate with the Board at the classification hearing and it depends on all the different factors that have happened up to that point in time like state aid could change and they have already finalized the budget a couple of weeks ago but now there is four more innings to go with the state process and that number is going to be different up or down so this is where you can capture that difference. The other moving part for the town is in new growth taxes. They do their best job to estimate that every year but that is not finalized until October after the budget is closed. This year is probably the best example of what could happen with this account. This year they had an overachieve on new growth taxes because the Meditech project came in a month earlier than they had anticipated and that meant \$500,000 to the town. They only way to capture that is to capture it here and then drop it out afterwards. If this overlay is not required they will go back to the Board of Assessors and ask them to release that so it can be used for other appropriate items so that is the only way to capture it or they lose it.

The Operating Reserve Fund that the Advisory Committee presides over for extraordinary and unforeseen items, the number that they have carried in the town is about \$175,000 and now they carry about \$75,000; there is not a need to carry a larger amount. Some private companies might carry something like 1% of their budget to have a good solid contingency but we don't need something like that and they haven't had the need to have something that high because they have other mechanisms to balance the budget within the funds that they already have and one of them is what he refers to as the Town Manager Transfer Authority year end and this was legislation that was passed about eight years ago which allows the town manager to move up to 3% of our budget between line items, other departments, non-school to put money away there when you don't need it when you know you are probably going to have some surplus somewhere else to cover something. The schools have something a lot broader than something that the town manager's ability provides and that is bottom line autonomy. That is why they vote one number at town meeting for the school department because legally they are allowed to do that and they have the flexibility to use those funds within any of their departments and their programs in the school and they have the ultimate flexibility within their budget so between that and other accounts that they might have and what we can do on the municipal side, \$75,000 for the Ad Com reserve has certainly been a workable number for them.

The Annual OPEB appropriation that is the unfunded liability for retiree health benefits, what they are targeting and what they are at is called the Annual Required Contribution which is the actuarially determined amount that they need to fund every year in addition to the pay as you go benefits which they are paying every year which is about \$1M a year which is different than this because that is actually in the budget. This is an amount over and above that which is going to amortize the unfunded liability that they have. \$764,000 is currently 107% of the arc and the budget for next year is taking up to \$864,000; medical expenses increase so it is important to continue to fund forward like that. He is hoping they can plateau there and they will know that when they do the next actuality study which is required every two years at the end of FY2017 and he is hoping they will still be ahead of it and maybe they can plateau that. \$700,000 of that number is coming from meals tax and then the balance is going to roads. The \$64,000 and change is coming from Water & Sewer Enterprise receipts; that is their share of that burden to

the employees that they have associated with that department and they are fully funding at the arc as well. They are in very good shape here because of the plans that they put in place with the funding, decisions that the Board has made and the plan they designed that the administration has bargained with all of the unions. They are down to \$22.7M and down from \$62.2M back in FY09. That can fluctuate but we are in good shape at this point in time if we continue at this funding level. We are definitely in the minority and it is looked favorably upon.

The annual pension assessment they really don't have any control over this because this is presided over by the Norfolk County Retirement System which is the pension system for all of the non-educator employees in the town; it is actually about half of the workforce. There are non-educator employees on the school side as well. Norfolk County Retirement System has about 28 other member towns and they have their own board and they are also mandated to actuarially determine their liability every year and then divvy out the pro rata assessments to each of the communities. We don't have a choice but to fund the assessment and they are funding their unfunded liability and they have a schedule to fund by 2031. By paying our bill we are complying with doing what we need to do there. The rating agencies do ask for that; they ask for what is the total liability of the system; what is our liability.

Now they get into the debt pieces and how much debt we are carrying. There are two different types of debt in the general fund that we carry. Excluded debt which is where voters go to the polls to raise their taxes to support a project like a building project. Then they have included debt and that is where they actually fit the debt service within the operating budget itself without going to the polls and asking the voters to raise taxes. They are currently at 4.84% of general fund expenses with their total debt service of \$2.8M with their excluded debt so that is right in the middle of their 2%-7% range. It is a range that the Audit Committee wrestled with to determine what an appropriate burden is for the community. Even with the projects that are upcoming; the Burrell School, by the time that goes forward hopefully in 2018 that ratio will actually be less because the expenditures will have grown and we will have amortized a lot of the excluded debt at that point as well so they probably will be down maybe about 40 to 50 basis points from the 4.84%. They are in a good range and it doesn't compromise the town's ability to fund things but it puts parameters on things. The same thing with included debt, the range they established there is 0-2% and we are currently before the town hall project at 0.4% and they had typically been up about 1 1/2% historically; there were several projects that were done such that included in the lower cost ones; the Senior Center, the Landfill and things like that and so as time has marched on they have amortized that debt and it has created that capacity and really in fairness to the taxpayer rather than take those funds that are really part of our financial plan is part of funding some share of the debt service burden rather than put it on excluded debt and they put some of their debt service back into the budget within that range of 0%-2%. The town hall project itself for next year would bring them up to about 90 basis points to about 1.3% so certainly within the range; they have been as high as 1.5% before.

Bond maturity is how quickly they pay off their debt and that is something that is being looked at. Traditionally they are looking at a benchmark of how much is being paid off within the next ten years so the minimum they are looking for is 50% and their target is 60% or greater; they are currently over 71% and a lot of that has to do with the fact that they haven't borrowed in about three years so they are at about 58.1% in seven years. When these other new issues at town hall

and the Burrell School in several years get added on we will be in the mid 50's so we will definitely be within the range that we should be and that is looked favorably upon.

The last item is more of a statistical thing that they look at, they take a look at the town's equalized property value which is the value of all assessed property in the town and then it is equalized by the state to account for various nuances from town to town and assessing practice and the state comes out every two years with their equalized value and they are currently at just under 1% of equalized value, their general obligation debt and they are looking for a ratio of less than 2 1/2% so they are certainly well within that and they should not be at risk of exceeding that.

That is in essence the report card on the proposed policies and there is a lot more text behind these and the policy document itself.

Mr. Spinney stated that they talked about this last night with the School Committee and the Audit Committee spent three lengthy meetings on the policies, drafted by Mr. Scollins who did a nice job and they got them in good shape from Mr. Scollins and they debated every single one of these ratios. Some of the things that they did were to tighten up some of the debt ones and maybe shrink them down a little bit to give them a little tighter range. The key thing to all of these things is there are plenty of levers in there and he can see on this page alone with the debt, for example, they have the ability to go to 16% of expenses for debt service and if you think you can get cute and go to 30 year bonds to get that number lower so it doesn't hit the 16% because you want to do more projects and take on more debt, you trap yourself by bond maturity that is right below it. There are a lot of different levers in there to keep things in check from a financial perspective and that is the same thing on the first page with respect to the free cash undesignated fund balance. Those are all levers that you have in order to protect the town in a down year with all that excess free cash and unassigned fund balance and of course those go hand in hand with how much debt service you can take on as well so everything fits together. As Mr. Scollins looks at this on a daily basis and we assess this as a town each year he is sure there will be some adjustments to it along the way and they will see where they actually come out along the way but he thinks right now this was not a set of policies that was very easy to just step over. They were very thoughtful and considered where we are today and how far we can be on the outside and still be safe and how much good planning they have done in the past to put themselves in this position. The Audit Committee voted unanimously to approve these.

Mr. Thomas stated that having been on the Advisory Committee for a number years he is always teasing Mr. Scollins that he is taking a lot of the fun and excitement out of being on the Advisory Committee because what he has really put in place is a very careful, disciplined and thoughtful approach to budgeting every year. They know exactly what is going to happen. He could probably pull out a calendar now and tell them exactly when Mr. Scollins is going to come to them and talk to them about revenue and which department heads are going to come in and what order next year, they do the same thing every single year. As a town they benefit tremendously from that. You only have to look at what some of the towns around them are going with their closing schools, laying off large numbers of the teachers and going for general overrides. We are lucky that we don't have to do that and we are lucky as a town that we have resources but a lot of it also is just that philosophy that we have even doing things like paying for OPEB; that is a lot of money every year and most towns don't do that. What it means in those towns is future

generations will have to pay for that and we aren't doing that, we are paying our own way now and it is a philosophy that we follow. He thinks that if we can live within these guidelines in the years to come, we won't have self-inflicted disasters come our way. There is always going to be the 2008 downturns that we are going to see and state aid fluctuating but for things that we control, if we can stay within the policies of this report card he is very optimistic that this town is going to be a financially boring place to live and in this case being boring is a really good thing.

Mr. Keegan stated that the key thing here is what this document is, is really their financial discipline and we have been practicing it for many years and they have talked around the edges of this for a long time but this really puts it in perspective for them as to what they have been doing here for many years; this is 10 years plus of constant discipline. This is really an excellent document. In his previous position they achieved AAA rating as well but this document is far superior to that document in terms of how well this was put together. It is very detailed and lays out very reasonably as well as it is easy to follow but it is easy to show that there are different levels that they have to stay within in order to be successful as a community. It is truly important because S&P looks for this that not only do you show good discipline in your spending practices but you actually do spend money because it is really important that you constantly upgrade and you improve upon your infrastructure, buildings, roads, sidewalks, sewer systems and that you are constantly reinvesting back into yourself. This ensures S&P that you are spending the money wisely and you are spending it in a controlled way and it also sends an important notice to the economic development world that you are investing in yourself which is why companies want to locate in this community. If we are doing that, we are doing that well and we will continue to be successful in the long run. Mr. Keegan strongly recommends that the Board endorses this. The one thing that he added to the document that they hadn't talked about was that they actually put the endorsements of all the committees on the document itself. They did that in Mr. Keegan's former community and S&P thought that was fabulous because you are basically putting your money where your mouth is by signing off on these policies and saying they are going to follow this document as their bible as they go forward in time.

Mr. Feldman stated that this is a great piece of work because in the regulatory world you have audits and people come in and ask you for your policies and you tell them what you do and how they got to the end stages and they ask where it is in writing and you don't always have it in writing. It is great to have it in writing and hopefully they are on their way to the AAA bond rating.

Mr. DeVellis stated that the rating service is S&P and the detriments of the benefits of looking at Moody or Finch, how did we end up here. Mr. Scollins stated that initially when he started here they were with Moody's and he didn't think they were getting the rating that they deserved from them; this is something that you can pick and choose or you can go to all of them, but it is expensive; every time you get rated you have to pay and it is about \$10,000 per shot so they would double their costs if they went to S&P and Moody's. He wasn't satisfied that they were really getting credit for what was being done here at a AA-. Working with their financial advisor they decided to take their business to S&P and they upgraded them to AA+ and that is where they have been ever since. Mr. DeVellis stated that we went from AA- to AA+ in one year from switching from Moody over to S&P in which Mr. Scollins stated exactly.

Mr. Scollins stated that the crisis that the whole world economy went through in 2008 was fueled in large part by the AAA ratings that were stamped on those mortgage backed securities by S&P and Moody so you have to use them and you have to get rated; that is a real black eye for that industry. We are simpler than that so it is not that complicated, our things are relatively simple but he will say that S&P has more AAA ratings than Moody's. S&P has right now about 36 AAA ratings in the state and our financial advisor did a nice analysis comparing us with all the different metrics with the other 36 and we are right in the hunt with all of them on the financials. We are lagging a little on the socio-economic piece of it, which is just the nature of the community, you can't adjust for that. That is where Moody's has a higher standard and he thinks out of those 36 they have about 6-7 that are AAA excluding Boston and Worcester. It is two different standards that they have because a AAA rating from S&P although it is the highest you can go with them, in his opinion they would never achieve a AAA rating with Moody's just because of the socio-economics of the community.

Mr. Spinney stated just dealing with the ratings agencies himself in the public company world, there is clearly three of them and there is a perception of the quality that each one brings to the table at least there was back in the day. Clearly it is an interesting business because you have to pay them to get a rating in order to get a bond issuance and investors won't buy your bond unless you have a rating so it is kind of like an incestuous process and the key thing for them is to get the rating in order to lower the financing costs. He is not sure whether a AAA from S&P would be any different than a AA from Moody's when bonds get bid but you may find that you get more depth to the market with S&P with maybe a AA+ and the same depth with a AAA from S&P and there is no point in wasting our money having two or three rating agencies rate the bond; you are better with one. You just need to do what you need to do and hopefully getting a AAA rating from them will drop us 12 ½ basis points, 25 basis points on a 10 or 20 year bond.

Mr. DeVellis stated that going around this last year basically S&P said take your policies and what is lacking is put them in writing so this is the document your group put together and brought it up through Water & Sewer, School Committee, Advisory Committee and now Selectmen, so who are the stewards of this; next year if they wanted to change a 2% to a 2.5% who is responsible for that. Mr. Scollins stated that any of the policy boards can initiate that or the town manager or the superintendent but his suggestion is that they would take that back to the Audit Committee, study that and come back to whichever policy board made that suggestion and come to some understanding and if a change is warranted, his suggestion would be given the way that they have approached this, is that they would then go around and try and achieve a consensus. Mr. DeVellis stated that he thinks they would have to if everyone is putting their names on it. Mr. Keegan stated that is actually the purpose of that so one board doesn't overturn it, it is actually well thought out amongst all of your major policy boards.

Mr. DeVellis stated that every year this gets talked about but never fully vetted in his opinion. What this is, is it tells the financial evaluators what their policies are with what you have. To get to that point of what we have would get skipped over every year a little bit and are we level service or level funding. Every year, it is a comfortable process, they are great policies, the money going in and the money going out is pretty much understood in Foxborough so we jump from year to year with 2 ½% and we will get a debt exclusion paid off and if we are lucky we

will pay off a bond earlier and then have decisions on what to do with that. To the point of are we level service or level funding, in the six years Mr. DeVellis has been here, we have never had a robust discussion with this board and he doesn't think any of the other boards have had it since he thinks the ability is to make that decision here with this board. They tried it one year and invited the public and no one showed up but yet there are a lot of complaints that with all the revenue we are having we are going to 2 ½% every year, where do we get that break. Is there room in that policy to codify that discussion in here so every year we have that discussion whether we want to or not and have the board say they are making a continuous effort that they are going to go 2 1/2 % or this year since it is being discussed we will go with 2 ¼% and maybe push it down a little bit. Mr. Scollins stated they currently do follow a process that has a forum for that and that is when they discuss the revenue forecast in October and usually it is a joint meeting with this board and the School Committee and they do it as well with the Advisory Committee and the intent is that is where that discussion is had whether they are looking to maintain services or level fund or something in between and certainly any year any of the policy makers can drive that. Mr. Scollins and Mr. Keegan have said to themselves and publicly, if the policy boards give a directive that this is what you need to hit, they will hit it; that is what they do and it is not really their call to do that, it is up to the policy boards to do that and that is the forum and they already have that built into the process. He will say that a true level funded budget is somewhat unrealistic because given that 60% of all of the costs of municipal services between town and school is wages and the expense piece is very tight and he thinks ultimately they are looking at a true level funding; you are looking at a reduction in staff and ultimately services but he just said that maybe some gradation in between that; absolutely, that is for the policy boards to take up.

Mr. DeVellis stated that what he is getting behind is say that the policy boards have looked at that and with school enrollment and budgets as they are and the economic situation plus with the businesses coming in maybe this year they will do 2 ¼% rather than 2 ½% is that going to throw that way out of whack or can that stay steadfast with the decisions they make. Mr. Scollins stated that he would have to model that out and see how that affects where their ability to meet their expenses and the projected natural progression of wages and see if these are shortfalls. He will say that with some bargaining units have the right to have a judge arbitrate a wage dispute. Mr. DeVellis stated that on the contracts he understands that.

Mr. Thomas stated that one point he would make is that Mr. Scollins talked about how we don't spend everything that we bring in every year and the temptation would be to try and level fund or approach level funding by eating into that because then no one feels any pain that year but the next year you will go over the top. He thinks if they really want to look at not going the full 2 ½% you really need to consider carefully what the services are that they are not going to offer. That is really the question, it is not whether they are going to level fund or not, it is other services that we can do without, that the citizens of the town have decided we can do without. At town meeting every year very few people say why are we spending money on this; people have questions but very few people get up and say why are our classes so small or why is the Senior Center open so many hours. People are satisfied with the services that we offer.

Mr. Spinney stated that the revenues given the fact that we under-forecast on the onset particularly the stadium revenue and excise tax revenue; those in and of themselves can really

hand string even to get to the level funding because you are not being honest about what your revenues are from the get go. What is really our level funding on revenues versus level funding on expenses. If you don't set the hard deck at a number and you say look I want you to forecast the stadium revenue at "x" and let's not sandbag it by \$1M or so, it is hard and there has to be a policy around that variable revenue in order to think about level services or level funding. Mr. Scollins stated that it is definitely a worthy discussion and that is why the policy boards are the policy boards to take up that discussion and we should have that. Mr. Spinney stated that it does go back to the levers; if they did do that they are not going to be conservative on the revenue side and if they decided to level service and it caused more erosion of free cash then if that is the directive he thinks they would tell Mr. Scollins to budget that way and then you forecast what that looks like and then they will have a sense even before the year even starts based on what they can see in the forecast, they are going to come on those with a level service budget and they may have a lower free cash balance; maybe it isn't a \$2M recharge, maybe it is \$1M that year but they should be able to, based on what they have in the policy and the way the budget is done, forecast before they even start the fiscal year if they are going to be in trouble or not. Mr. DeVellis stated that his main point was if they go in that direction and they have those discussions is it going to tip the balance of what they are doing or will this adjust to what they do eventually. Mr. Keegan stated that it will have an impact. Mr. Spinney said they could measure there and know whether they want to pull the lever or not and say they are not going to level fund it, let's level service it and say you do it at 2 ¼% instead of 2 ½%, you need the full 2 ½% in order to level service it and recharge free cash to \$2M and maybe put a little bit more in other places such as reserves or whatever or pay some debt off early they will have the ability to do that. Mr. Keegan stated that the short response to this discussion is they can put together any number the board wants; the number part is easy, it is the policy discussion that is really hard; which service do you want to reduce in the process and that is the part that when you talk to a person about a number they will say that they want to pay this number and he will tell them what they will get for that number and then their reaction is always "oh, I didn't know it would impact me that way" so there is always that two-sided discussion that has to be held when you do that.

Mr. Feldman stated to Mr. Spinney's point it is not just a 1 year look ahead, it is probably like a 2-3 year look ahead and then maybe look at some type of hybrid 2-3 years out and build to it so they don't get into those levers. It is a discussion worth having.

Mr. Mitchell asked when they planned to go out and get rated again. Mr. Scollins stated June 1, 2016. Mr. Mitchell asked if they would try to get the AAA as part of that money in which Mr. Scollins stated correct.

Mr. Keegan stated that the request before the Board tonight is to see if they would be willing to support the policies that are before them tonight and follow the other policy boards in that action.

Motion by Mark Elfman to approve the new policies as presented by Mr. Scollins. Seconded by Virginia Coppola. **Vote 5-0-0**

8:02pm – NPS, LLC Public Hearing - Application for Luke Bryan- Jess Enos, George Bell

Mark Elfman read the public hearing notice.

Ms. Enos stated that they are requesting two additional concerts for Friday, July 15, 2016 and Saturday, July 16, 2016 for Luke Bryan Kill the Lights tour. They have had Luke Bryan at the stadium in the past; they had him in 2014 and if the Board recalls that was an intense span of concerts that they had; they had three One Direction shows and they ended that run with the Luke Bryan show so they had four shows in a row and it involved a tremendous amount of coordination and cooperation operationally with public safety and they had a really successful four day straight run which was precedent setting for them. They are excited to have him back again this year. His support acts are Chris Stapleton, Little Big Town and Dustin Lynch. The show went on sale back in March and the Saturday show went on sale first and sold out immediately so the capacity for that one is right around 50,000. Shortly after that show sold out, they moved right into the second show back a day, so they went into the Friday show and that show didn't sell quite as well. Right now it is stalled out from a ticket sale standpoint but they still hope that the entire stadium will be open but they are certainly anticipating a much lighter crowd for Friday than for Saturday. This is a Live Nation show which most of their shows in the summer are Live Nation shows and they will be working with Al Dotely as they always do from a consulting standpoint. Live Nation she is sure as the date gets closer in July will roll out creative marketing concepts and campaigns to push sales. For a sort of place holder attendance they will go with 30,000 for that Friday show.

All the seating is reserved and tickets start at \$39.50 and they go up to \$125. There is a small pit area that is General Admission with about a 1,600 capacity at the front of the stage which is consistent with his performance at the stadium in 2014.

They are requesting gates at 4:30pm and a start time of 5:30pm with an end time of 11:15pm which is the town curfew. Standard parking operations, lot time to be determined with public officials and they requested MBTA train service but they don't know whether or not they will get approval on that. They have worked with the Board of Health on approval of their handi house deployment and then they will also operate the cab stand as they have for the previous three years in the back of Lot 5 for patrons on their way out. It is a relatively standard show and they can expect to see the same crowd and the same style event that they saw from him back in 2014 which is a young crowd and dramatically female crowd.

Mr. Feldman asked if the MBTA rail service was requested for both nights in which Ms. Enos stated it was and that it will be far more challenging for them to accommodate on Friday night just because of the existing commuter structure. It is something that is part of their overall plan to establish a timeline or procedure in place to ensure that they can have the rail for more of their concerts because it is beneficial to everyone; it eases congestion on Route 1; it provides a better experience for fans and it gives them more alternatives to get to the stadium and it is a greener alternative. It is just challenging because that rail and the line from Boston down to here is extremely busy.

Mr. Mitchell asked if they have ever used the rail for a concert. Ms. Enos stated yes, they usually use it once or twice a year. The artists that you would anticipate to have a heavy rail request are the ones that always are. Hopefully they will be able to use the rail service for Beyoncé because they are seeing a lot of customer service requests for it. The country shows not

as much because people tend to make more of a day of it and it is a nice amenity to have and it is certainly one they would like to offer.

Motion by Mark Elfman to close the public hearing. Seconded by Christopher Mitchell.

Motion by Mark Elfman to approve the Luke Bryan Application. Seconded by James DeVellis.
Vote 5-0-0

8:09pm – Change of Liquor License for Home Rule Petition – Jay Barrows, State Representative

Representative Barrows stated that he presented two home rule petition liquor license requests for the Forbes Crossing bill and it came back as they rewrote it. It is basically not changed but the chairman assured him it will be passed if the Board adopts the language. It is still specific to Forbes Crossing and all of the ifs ands and buts stay with it. If a licensee leaves or goes out of business that license comes back to the town and gets sent back into that zone; and they followed exactly as they wanted it written so he has not run into any resistance it is just that it went to a third reading and they rewrote it. It is pretty simple and he just needs the vote of the Board of Selectmen because of the change of language that was actually submitted. He would like the Board to adopt this tonight (House H4238 New Text).

Mr. Mitchell asked what exactly he added. Representative Barrows stated that it wasn't much and it includes everything they have done in the past; with the \$5,000 and it has to stay in that zone specific to Forbes Crossing.

Representative Barrows stated that Governor Baker had filed a Municipal Modernization Bill with a bunch of different things in it and one was to grant communities the ability to take care of liquor licenses without having to go back to the state and he doesn't think it will come out (they broke the bill up into six different committees). They will try again next session but they haven't seen any movement on that but it would be a piece of legislation to make it easy so they can be doing exactly what they are doing. Representative Barrows had done some for Mansfield which were site specific and the ones that were recently adopted last week out of the same philosophy and strategy is economic development tools for the community.

Mr. Mitchell asked if the ones presented at town meeting will have to be tweaked as well. Representative Barrows stated that he would assume in the same framework they established with the home rule petition. He hasn't filed those yet as he is trying to get this one done first.

Representative Barrows stated that if this is fine with the Board of Selectmen and they could support the new text he will take this back tomorrow to see if they can get it going.

Representative Barrows stated that the other article from 2015 changing some of the powers of the Town Manager and Board of Selectmen as it relates to Water & Sewer is on the Governor's desk as of today and is well timed and he will sign it.

Motion by Mark Elfman to approve the H4238 text. Seconded by James DeVellis. **Vote 5-0-0**

Representative Barrows stated that last night was the first series of meetings of the Route 140 SERPD study of the corridor from Norton to Foxborough and it was really well attended and well received. The information they were able to gather directly from people that experience that roadway every day was really helpful and he thinks there were a lot of ideas and the web portal has been very active with people going on line which they are welcome to do and last night he heard the number of 300 responses so it is pretty significant. Next week they have a meeting Monday night at the Norton Library and Tuesday they will be at the Mansfield Library so last night they had people from other communities that came just so they could have an opportunity to speak to the issues. It is underway and he is really excited that they are finally doing something and hopefully will have some solutions and ideas that come forward as a result of that.

Ms. Coppola wanted to thank SERPD as Foxborough is under MAPC and Mansfield and Norton are under SERPD and they with Representative Barrows asking, decided to include Foxborough in this study which makes a lot of sense as what happens in Foxborough will affect both other towns. Representative Barrows stated that it is about safety and it is the same people every day that drive it and it is when you add new people into the mix there is some confusion. The Stewart Health Care CEO was there representing the Oncology Center and one of the interesting statistics is that they have 80,000 patients visit them a year there. Bruce Ginsberg of New England Ice Cream who is just building down by the TPC stated that they have a lot of trucks so he was able to visit with SERPD and also the people from Mass Highway and DOT as well. Mark Logan of the Charter School was also there so there was a lot of input and he was pleased. Ms. Coppola stated that it was good that the public came and individually made their comments and a lot of those comments were repeats of Walnut Street and Commercial Street. The concerns aren't just coming from Representative Barrows and Mr. Keegan's office; they are coming from people's homes. Representative Barrows stated that some people described their routes to work to avoid that spot. He is happy to say that the process has started and he will stay on top of that and work with them and continue that public input. Ms. Coppola stated that the people that were there from SERPD were not people on the bus trip that they took. She had asked Kyle if he had driven it and he told her he didn't have a chance to drive the Foxborough area. She wanted to know if they can do a bus trip with those people also. Representative Barrows stated yes and the boots will be on the ground because they are going to be actively counting high intensity intersections and crosswalks. Paul Mission who is leading the mission has interns working this summer doing the data collection and they are starting soon because it is a little different in the summer than it is during spring, winter and fall. There is game traffic, school traffic, Xfinity Center traffic and they have to know that the dynamics do change. This is a busy road and everything that goes to it can get congested. When they see Forbes Crossing and New England Ice Cream and some other things going up which are changes and it is much different than what it was thought to be 40 years ago.

Mr. DeVellis stated that two state agencies are talking to each other plus three towns and there was also the Mansfield Selectmen at the Foxborough discussions. The Charter School was there and they weren't just complaining, granted they were a contributor but with those maps up they talked about what properties they just purchased, what their options are and how they are going to try and help it.

Representative Barrows stated they will circle back and have one big meeting. Mr. DeVellis stated for Representative Barrows to get that together, he spearheaded it from the front and it doesn't come easy this is probably not a 1 year project it is probably over the next 10 years. Mr. Keegan stated that now is the time to plan and a lot of things are in the works that are just in the planning stages that most people haven't seen yet so now is the time to have these discussions. There will be short term, intermediate term and long term improvements that are going to be discussed in this process. Last night was just another indication of the regional cooperation that they are starting to experience now with several of the communities in the area. They are working very closely with Mansfield and Norton and to Representative Barrows credit he has helped with that. They understand the fact that it is so important that they need to collaborate together and get these things done because doing it one on one really doesn't work and to gain the attention of the State.

Representative Barrows stated that this will help them set an example for other communities really working together. They have a very strong Tri Town Commerce representing the three communities and they have their Economic Development Committee; each of the three towns now have their own who are meeting and talking and are some of the same people and it really allows for the opportunity for everyone to participate and not feel shut out. They are getting closer by the day with a solution for Forbes and Copeland Drive with a roundabout and they are really hopeful they will get that out of Mass Highway. One thing with the SERPD study is that Mass Highway hires them and when it is done it is accepted the way that it is done; it is their document and it will have solutions not only for what they have existing but for future opportunities for people to create and build economic development. That is really what you want out that way.

8:25pm – Splitsville – Application for Change of Manager – Kevin O'Brien

Mr. O'Brien stated that he is here for a Change of Manager because Dan Glaberson is transferring to their Disney location in Florida and he will be taking over for him. Mr. Glaberson introduced Mr. O'Brien to FoxCares and he went to their last meeting and he is trying to figure out a schedule to help out with their Founders Day within the next couple of weeks and he also has some assignments that Mr. Glaberson signed up for, for recruitment before the next meeting. The Board of Selectmen's office gave him the bylaws and regulations that he was able to use for training for some new managers that they have.

Mr. Elfman asked how long Mr. O'Brien has been in there. Mr. O'Brien stated that he has been with Splitsville from 2004 to 2012 in Tampa, Florida and he is originally from Massachusetts and he wanted to move back because he enjoys the cold and snow. He worked at CBS Scene for a year and was the General Manager of a restaurant in Newton and then back in August he got back on board with Splitsville since some of the managers wanted to move back to Florida and they knew that he did not want to move back to Florida and was going to stay up here.

Mr. Keegan asked how many hours Mr. O'Brien typically spends there. Mr. O'Brien stated right around 50 hours (10 hour days) and he spends a lot of his off days stopping and checking in.

Over the weekend during their busiest time he pretty much closes with the managers all of the time and during peak times he has to be there (concerts and big events).

Mr. DeVellis asked what the relationship between Splitsville and Howl at the Moon and his responsibilities back and forth, is it one. Mr. O'Brien stated that they are two separate companies and it is the first Splitsville and Howl at the Moon that is together (a second one is opening in Cincinnati). It is two separate companies that have formed a relationship. Splitsville owns Howl at the Moon in Tampa and that doesn't exist anymore so that grew a partnership to try and experiment and work together on some things. Splitsville likes to try and get some different groups involved and they are always experimenting and trying different things. Mr. DeVellis asked where the line is drawn with Mr. O'Brien; is he involved in all areas. Mr. O'Brien stated that he is involved with all three areas and everyone is very involved. One of the Howl at the Moon people resides in Massachusetts and most of the Splitsville people are in Florida that he is constantly checking with but every couple of weeks they are flying in and staying and checking out the establishments.

Motion by Mark Elfman to accept the Change of Manager. Seconded by James DeVellis. **Vote 5-0-0**

8:29pm – Town Manager Update – William G. Keegan, Jr.

Mr. Keegan stated that 89 North Street will be burned this weekend which is the former Conservation property located on North Street. It will be on Saturday between 9:00am – 3:00pm.

John Gray stepped down from the Board and they need a member to replace Mr. Gray on the Housing Trust Committee. He wanted the Board to think about that and maybe take action on that at the next meeting. Mr. DeVellis stated that the big picture was that one of the warrant articles that they extended the funds that were contributed for another three years and wanted to know what the roles were on the Housing Trust. Mr. Keegan stated that they are working with the \$320,000 to identify some space to possibly spend those funds and to identify areas where they can actually promote affordable housing throughout the community. The committee is actively involved and is actively working right now so the sooner they can get someone from the Board of Selectmen to serve on that the better.

Mr. Mitchell asked for an update on the dog park.

Mr. Keegan stated that he promised to take this matter up after town meeting so what he would like to do is to solicit applications to serve on the committee from the general public. He has a few people who have submitted applications but he doesn't know that they have actively started that process until now so he is actually looking to solicit applications and they will put a notice out this week indicating that they are actively seeking individuals to serve and read those applications and make some recommendations to the Board for appointing people on that committee by the next meeting. He does have some recommended members to serve; Chris Mitchell will serve from the Board of Selectmen; a member from the Planning Board and Conservation and the Recreation Board as well. He wants to make sure that they have all the

town committees lined up and staff members are going to serve as support staff but he does need to get members of the community to participate now at this point. There are some people that have already expressed interest but he would like to get that formalized and people to make a request through our office and then he will review those applications and make some recommendations.

Town Hall construction has been halted for a period of time because they ran into some soil contamination issues that he was told is actually pretty common with dealing with old sites like this and he is also told that this is not a major issue, it is just a delay process that they have to follow as there are regulations that you have to follow to go through that process. They are at a delay and holding pattern at this time and he is told that they could very well be reactivated by the first part of June but they are hoping to make it through that process quickly. They met again this morning with the Building Committee and they just reaffirmed that this is the position they are at, at this point and they have to wait a couple of weeks to get that resolved. In the meantime, the contractor is still working on getting all of his submissions in and the architect and building committee are still actively ordering materials and getting those things lined up so they are moving along but it is not being as visible on the site. They have a sign that is going to be going up probably within the next week or two showing the new design for the building so it will be well advertised right on the corner of the parking lot. You will see activity and it won't be as active in the next few weeks but we will be back out there right after that. Mr. Mitchell asked how the flow of traffic was with everyone parking off site and people coming in to do business at town hall. Mr. Keegan stated that initially it was a little rough but people have come to utilize it and are getting used to it. They did put up one way signs and people are following that and they haven't seen a lot of concern that has been expressed recently; it has been pretty quiet.

Mr. Feldman stated as far as the construction schedule, is there going to be an attempt to try and catch up. Mr. Keegan stated yes, they did build in some of these delay pieces and they are actively using this time to deal with some other issues. They may do some actual construction such as relocating some water lines and things of that nature.

They have been working on a regional film that will help promote this region as part of the Tri-Town Chamber of Commerce meaning Mansfield, Norton and Foxborough. They have been working on trying to develop that and the wording has been worked out and now the film itself will be in production within the next 30 days and it will actually help to develop that and it will be available for all three towns to use as a promotional tool for the entire region. It has been something that they have been working on with the Chamber for a while now and everyone has bought into it and they are working favorably towards achieving that.

Mr. Keegan has been working with the 495 Partnership and that was a group that actually talks about 34 communities along the Route 495 corridor and that is a much broader region to look at but it is interesting to note that they are working on a study that will actually look at the economic impacts on the entire region which will be very helpful to the Economic Development Committee. Right now they are in the process of selecting a consultant and he has been asked to serve on that selection committee. They are going through that process now to identify that and they should be picking someone probably in next week or two.

8:38pm – Assistant Town Manager Update – Mary Beth Bernard

Ms. Bernard stated on behalf of Mike Johns, Veterans Director who was not able to attend the meeting tonight he asked her to invite the public and the Board to the Town of Foxborough's 143rd Memorial Day Ceremony that takes place on Monday, May 30, 2016 at 9:00am. The parade will step off from TD Bank at 8:45am for those that want to march in the parade. The Guest Speaker is author Lawrence and he is quite a decorated silver star, bronze star, purple star recipient who is also an author so that is going to be an exciting day especially with the new flagpole.

Ms. Bernard is working closely with the Personnel Board and now that the bylaws have been updated they are working hard to get some policies that they will bring forth with the Board redefining some of the policies now that the bylaw group is a much smaller group but it has been a great exercise and she appreciates that Boards work.

They are also at midpoint in the process with the Police Chief recruitment process, they are halfway through. The posting went up May 1, 2016 and closes June 1, 2016 and they had a lot of activity and inquiry so far and have been enjoying talking to a lot of police chiefs and candidates.

They have also posted today because they have had some lateral transfers on the Police Department due to retirements and promotions.

They are doing a reorganization and they posted today for an Administrative Assistant and this is a unique opportunity for someone, it is a full time position that will report half to the Assessors Department and half to the Veteran's Department. It is a unique opportunity to get into town hall and learn two departments. It is a replacement position in Assessors and a new position budgeted for Veterans.

They also have an opening in the Water Department for a Services Technician and two part time non-benefited positions posted:

Substitute Library Assistant – That is a replacement position, they had some promotions and they had a retirement and then several people were promoted up so that is the open position and then to help them with all of these job postings, a 15 hour Human Resources Assistant that is posted today.

She will be working next week with the Fire Department on an all-day assessment center to work on promoting fire officers and that again is a result of reorganization and retirements. They are now at the end of their seasonal hire for DPW and Recreation; all the postings have closed and they are working closely with those departments to fill the positions. They have centralized a lot of these processes and they are using an online applicant tracking system so it has been a lot of training and working with departments to try and streamline the process.

Mr. Keegan stated that if the Board wants to sometime talk about the Partners in Patriotism gift process that has not fallen on deaf ears and he has been researching that and collecting some

information and there is a person that he really wants to check with at the State Ethics Commission that he has worked with in the past; he was on vacation and is due back next week so he will be reaching out to him to get his take on that. He does have an opinion letter that he just saw today for the first time which was very helpful so he is going to be working on that to get it squared up for the committee. Mr. Feldman asked if they would have the information for their next meeting in which Mr. Keegan stated he hopes to so they can get that resolved.

8:42pm – Action Items

Motion by Mark Elfman to accept the gift donation in the amount of \$50 to Council on Aging in Memory of Laura Smith from Anonymous. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to approve the Parade and Field Event Application on Founder's Day from the Foxborough Founders Day Committee on June 11, 2016 from 11:00am – midnight. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to approve a Boot Drive on the rotary to raise funds for fireworks from the Foxborough Founders Day Committee on May 28, 2016 from 7:00am – 12:00pm. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to approve the reappointment of Virginia Coppola to the Capital Improvement Planning Committee expiring on 5/1/2017. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to accept the gift donation in the amount of \$35 to the Council on Aging for the Lock Box Program from Anonymous. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to approve (3) One Day Beer & Wine Licenses for the Copa America Event from Foxboro Realty Associates in Parking Lot 4A on 6/10/16, 6/12/16 and 6/18/16. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to accept a gift donation to the Boyden Library from the Rhododendron Needlers Quilt Guild in the amount of \$150 to purchase books on quilting and the art of quilting. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to accept Paul DeFazio's resignation from the Personnel Wage Board effective 5/1/16. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to approve Tracey Vasile to fulfill Paul DeFazio's appointment on the Personnel Wage Board as a full member expiring on 5/1/2018.

Mr. DeVellis stated that someone asked him about Ms. Vasile being on the Planning Board plus this and since she is not on the Advisory Committee anymore would there be no controversy between the Planning Board and Personnel Wage Board in which Mr. Keegan stated no.

Vote 5-0-0

Motion by Mark Elfman to approve the reappointment of William G. Keegan, Jr., to the Capital Improvement Planning Committee expiring on 5/1/2017. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to accept a gift donation to the Council on Aging in the amount of \$161 from various class participants to the Hessco Grant Program to be used for programs. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to accept a gift donation to the Council on Aging in the amount \$90 from the Friends of Foxboro Seniors to pay for half of the Tai Chai classes in April of 2016. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to accept a gift donation in the amount of \$50 in memory of Ralph Guimond from Nancy Williams and Joe Carlone to be used for programs at the Senior Center. Seconded by Christopher Mitchell. **Vote 5-0-0**

Motion by Mark Elfman to approve the BOS Minutes of 4/19/16 with changes. Seconded by Christopher Mitchell. **Vote 3-0-2 James DeVellis and Mark Elfman abstained**

Ms. Coppola stated that the last time she had asked for an update on Mark Sullivan's situation and she was wondering if there was an update on that. Mr. Keegan stated there is not and he is going to have a discussion tomorrow morning to find out what is the latest. They did have a conversation about it a few weeks ago but it is not an easy thing to fix unfortunately. It is an approved parking lot and the only way they can really resolve it is to have a stand by ambulance on site all the time during major events. Ms. Coppola stated that also one of the problems was that cars were parked all over the place. Mr. Keegan stated that there should be stepped up enforcement with that issue and there is no question about that so that is something they do have as part of their discussion but the only true way to address any kind of safety issue is to have an assigned medic or someone on site during major tournaments. Ms. Coppola asked if they also require police details in which Mr. Keegan stated that he didn't know if they have major problems with traffic getting in and out of the site so he doesn't know if they need to have an actual detail officer for that reason but they do need one on site just to keep people out of the fire lanes; that is the issue. Ms. Coppola stated yes and that might be one of the recommendations.

Motion by Mark Elfman to approve the BOS Minutes of 5/3/16 with changes. Seconded by Christopher Mitchell. **Vote 5-0-0**

Mr. DeVellis asked how the Mechanic Street traffic signs are going. Mr. Keegan stated that he was informed that they were supposed to be up last week; not all of them but some of them. Ms. Stevens stated that the 40mph speed limit sign has been replaced. Mr. Keegan stated that the company producing the signs are taking an extraordinary long time to get things in. He doesn't know if they need to get another company.

Motion by Mark Elfman to adjourn at 8:55pm. Seconded by Christopher Mitchell. **Vote 5-0-0**