

Budget Committee

Minutes Meeting #681

Monday, November 20, 2017

Present: Meghan Bassett; Joseph Conroy; Kayla Hemlow; James MacDonell; Lewis Major; William Nebelski; Edwin Smith; School Board Rep – Sean Leary; Selectman Rep – Steve Diorio. Excused: Lindsey Blake.

Meeting called to order at 6:30 p.m.

Chairman Zavorotny brought the committee up to date on discussions with the school concerning the budget format to be used. Mr. O'Connor has set up reports based upon the MS27 layout. This format can be ready by December 8 for distribution to the budget committee. This should help in the process of reviewing the budget. The idea is to have the review be done similar to how the work is done with the town. A joint meeting would be held to discuss the draft proposals and tentatively approve or ask for revisions by both the school board and budget committee similar to how it is now handled with the town. He asked the committee if they agreed with this approach. The response was in the positive. Mr. Zavorotny will contact Superintendent Woolridge and board chair Kennedy to propose that this process be used and the first joint meeting with the budget committee be held December 13.

Wastewater Treatment Plant Budget - WW Supt. Robert Johnson was present. Lines & Equipment line item had an increase of \$9,000. Johnson explained the increase being due to EPA mandate to inspect and clean the sewer lines with a rotation of five years.

Nebelski made a motion to tentatively approve the budget in the amount of \$378,971, second by MacDonell. Motion carries unanimously.

Water Department - WD Well Maintenance was discussed regarding the \$25,000 line item had an increase of \$7,000 due to the rotation of well maintenance. Wells rotate every four years with the fifth year off.

MacDonell made a motion to tentatively approve the budget in the amount of \$552,498, second by Smith. Motion carries unanimously.

Executive - Major made a motion to tentatively approve the budget in the amount of \$173,669, second by Conroy. Motion carries unanimously.

Police Department - Chief Faulkner was present and handed out a memo to the committee members. Discussion regarding overtime took place. The proposed projection is 150 hours per officer. This is unknown due to case work and court appearances.

Increases are proposed in staff training and development due to increase in staff and uniforms due to replacement of 5 vests. There are changes to the telephone; office supplies; and building repairs line item. Telephone will decrease by \$895; Office supplies will decrease by \$14,500; and Building repairs will decrease by \$3,250. 1 line item for computers will be created were the reduced numbers totaling \$18,645. An addition \$120,000 will be needed for the Evidace.com account and the need for a server. Therefore, the total computer line will be \$38,645.

The budget was tabled by the Selectmen until updated budget worksheets can be distributed.

Financial Administration - MacDonell recused himself from the discussion. The Tax Collector salary line was questioned why the amount was reduced from the Tax Collector request. TA Collins explained that the COLA is 1.5% that the Selectmen approved to be placed in the budget. She further explained that merits are giving to employees based on evaluations and elected officials get the COLA only. Collins further explained the compensation policy voted on by the legislative body placed the Tax Collector on Grade 7 but only calls for COLA increase as determined by the Selectmen on an annual basis.

Conroy made a motion to tentatively approve the budget in the amount of \$152,968, second by Smith. Motion carries unanimously.

Revaluation – MacDonell made a motion to tentative approve the budget in the amount of \$43,000, second by Conroy. Motion carries unanimously.

Legal – Discussion took place in regard to a \$3,000 increase. Collins explained there is a slight increase in the annual rate for the attorney. Additional fees are also charged that are outside the scope of services.

Nebelski made a motion to tentatively approve the budget in the amount of \$42,500 second by Smith. Motion carries. MacDonell abstained.

Government Buildings – MacDonell made a motion to tentatively approve the budget in the amount of \$69,436, second by Conroy. Motion carries unanimously.

Next meeting will be Monday, November 27, 2017 at 6:30 p.m.

7:54 p.m. Nebelski made a motion to adjourn, second by Conroy. Motion carries unanimously.

Respectfully submitted,

Jill Collins
Town Administrator