CALL TO ORDER

Chairman Newton called the meeting to order at 10:05 AM with a roll call. Chairman Fran Newton, Vice Chairman Harold Lamos, Selectman Leigh Sharps, Selectman Kathleen DeWolfe were all present with, Selectman Casey Barney absent with prior notice. Others present: Town Administrator Charles Smith, DPW Director Moore, Town Clerk/Tax Collector Tucker, Police Chief Randall and LT Ulwick.

Purpose: department presentations with the 2019 budget.

Comments: Town Administrator Smith had a comment about attending the Budget Committee meeting and recommending a joint meeting with the Budget Committee once the proposed budget was complete.

Department of Public Works:

- DPW Director Moore – gave an overview of the needs for the department. Sections of the department budget were discussed as follows:
  - Public Works – the requested salary increases for the department are to coincide with the union employees Collective Bargaining Agreement (CBA). Union employees are to see a $0.50/hr. increase. Other requested increase was for employee training. Board agreed with the increase for training.

  **MOTION:** Selectman DeWolfe
  
  To approve the Public Works budget in the amount of $208,193.
  
  **SECOND:** Vice Chairman Lamos
  
  **VOTE:** 4-0 (All in favor)
  
  **MOTION PASSED**

- Highway and Streets – electricity line was increased based on rate changes. Equipment, vehicle, and maintenance lines were increased for summer/winter work with the roads.

  **MOTION:** Selectman Sharps
  
  To approve the Highway and Streets budget in the amount of $221,159.
  
  **SECOND:** Vice Chairman Lamos
  
  **DISCUSSION:**
  
  **VOTE:** 4-0 (All in favor)
  
  **MOTION PASSED**
d. Town Mechanic – only increase for this section of the budget was in relation to the union position and CBA rate.

MOTION: Selectman Sharps
To approve the Town Mechanic budget in the amount of $61,718.
SECOND: Vice Chairman Lamos
VOTE: 4-0 (All in favor)
MOTION PASSED

e. Street Lighting – Vice Chairman Lamos reported from the Budget Committee meeting that the Electric Department will request the line remain at $42,000. Previous year there was discussion about increasing the line, which is offset by estimated revenue.

MOTION: Selectman Sharps
To approve the Street Lighting budget in the amount of $42,000.
SECOND: Vice Chairman Lamos
DISCUSSION:
VOTE: 4-0 (All in favor)
MOTION PASSED

f. Transfer/Recycling – increases with this budget also coincided with union employees CBA. Other requested increase is for employee licenses and electric. Overall requested increase was $1,845 or 1%.

MOTION: Selectman Sharps
To approve the Transfer/Recycling budget in the amount of $144,385.
SECOND: Vice Chairman Lamos
VOTE: 4-0 (All in favor)
MOTION PASSED

g. Transfer Station warrant articles – Director Moore approached the Board of Selectmen about adding a few articles to the upcoming warrant for equipment needs at the Transfer Station.

V. Police Department

a. Police Chief Randall talked with the Board of Selectmen about the recent retirement of a part-time employee. Chief Randall proposed to the Board converting a few of the part-time positions into a full-time position based on the increased need for the department. Lt. Ulwick mentioned to the Board that arrests in town have increased 37% from this standpoint last year. The Police Department budget was reduced in certain areas for the requested change to a full-time, overall department requested increase was 5%.
MOTION: Selectman Sharps
To approve the Police Department budget in the amount of $472,038.
SECOND: Vice Chairman Lamos
VOTE: 4-0 (All in favor)
MOTION PASSED

b. Police Detail Work – section of the budget is for detail work that may occur for the officers. Offset by revenue received and no requested changes.

MOTION: Vice Chairman Lamos
To approve the Police Detail Work budget in the amount of $3,230.
SECOND: Selectman Sharps
VOTE: 4-0 (All in favor)
MOTION PASSED

VI. Election & Registration
a. Town Clerk Tucker requested four increases; salary ($1/hr.) training, postage and clerk expense, latter being from IT recommending computer upgrade. Election section of the budget was decreased from only having one election in 2019.

MOTION: Chairman Newton
To approve the Election & Registration budget in the amount of $41,353.
SECOND: Selectman DeWolfe
VOTE: 4-0 (All in favor)
MOTION PASSED

VII. Financial
a. Tax Collector Tucker requested salary increase ($1/hr.) training and general expenses. Town Administrator requested a general expense increase for the computer station upgrade, per recommendation by IT.

MOTION: Selectman Sharps
To approve the Financial budget in the amount of $101,348.
SECOND: Selectman DeWolfe
VOTE: 4-0 (All in favor)
MOTION PASSED

VIII. Executive
a. TA Smith did not recommend many changes other than the increase to the Admin Assistant salary per the CBA. Overall requested increase was $2,134 or 1%.

MOTION: Selectman Sharps
To approve the Executive budget in the amount of $168,827.
SECOND: Chairman Newton
VOTE: 4-0 (All in favor)
MOTION PASSED
IX. Property Taxation
   a. TA Smith requested the property revaluation line be decreased to $1 from $33,000. Since 2018 is the town revaluation it was recommended to skip 2019. TA Smith mentioned proposing on the warrant the creation of a revaluation CRF and an appropriation of $20,000.

   **MOTION:** Vice Chairman Lamos  
   To approve the Property Taxation budget in the amount of $22,611.  
   **SECOND:** Selectman Sharps  
   **VOTE:** 4-0 (All in favor)  
   **MOTION PASSED**

X. Legal
   a. TA Smith recommended the Board of Selectmen increase this line $5,000 based on the unexpected legal expenses that could occur in the calendar year.

   **MOTION:** Chairman Newton  
   To approve the Legal budget in the amount of $20,000.  
   **SECOND:** Selectman DeWolfe  
   **VOTE:** 4-0 (All in favor)  
   **MOTION PASSED**

XI. General Government Building
   a. TA Smith did not recommend any changes except for the electric line based on rate increases. Overall increase request was $1,250.

   **MOTION:** Vice Chairman Lamos  
   To approve the General Government Buildings budget in the amount of $39,052.  
   **SECOND:** Selectman Sharps  
   **VOTE:** 4-0 (All in favor)  
   **MOTION PASSED**

XII. Cemetery (no changes)

   **MOTION:** Vice Chairman Lamos  
   To approve the Cemetery budget in the amount of $50.  
   **SECOND:** Selectman Sharps  
   **VOTE:** 4-0 (All in favor)  
   **MOTION PASSED**

XIII. Next Meeting – the Board decided to move their next budget meeting from 10AM to 9AM on Wednesday, October 17th and to meet with the Parks & Rec Director at 6PM on Monday, October 15th prior to their regular meeting.

Selectmen adjourned their meeting at 11:30 A.M.
These minutes were drafted by Charles Smith on October 12, 2018.