

**ASHLAND BOARD OF SELECTMEN
MEETING MINUTES
WEDNESDAY, OCTOBER 10TH, 2018
ASHLAND TOWN OFFICE
10:00 AM**

I. 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.

II. Purpose: department presentations with the 2019 budget.

III. 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.

IV. Department of Public Works:

- a. DPW Director Moore – gave an overview of the needs for the department. Sections of the department budget were discussed as follows:
- b. 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

- c. 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

- 1 d. Town Mechanic – only increase for this section of the budget was in relation to the
2 union position and CBA rate.

3
4 **MOTION:** Selectman Sharps

5 *To approve the Town Mechanic budget in the amount of \$61,718.*

6 **SECOND:** Vice Chairman Lamos

7 **VOTE:** 4-0 (All in favor)

8 **MOTION PASSED**

- 9
10 e. Street Lighting – Vice Chairman Lamos reported from the Budget Committee meeting
11 that the Electric Department will request the line remain at \$42,000. Previous year
12 there was discussion about increasing the line, which is offset by estimated revenue.

13
14 **MOTION:** Selectman Sharps

15 *To approve the Street Lighting budget in the amount of \$42,000.*

16 **SECOND:** Vice Chairman Lamos

17 **DISCUSSION:**

18 **VOTE:** 4-0 (All in favor)

19 **MOTION PASSED**

- 20
21 f. Transfer/Recycling – increases with this budget also coincided with union employees
22 CBA. Other requested increase is for employee licenses and electric. Overall
23 requested increase was \$1,845 or 1%.

24
25 **MOTION:** Selectman Sharps

26 *To approve the Transfer/Recycling budget in the amount of \$144,385.*

27 **SECOND:** Vice Chairman Lamos

28 **VOTE:** 4-0 (All in favor)

29 **MOTION PASSED**

- 30
31 g. Transfer Station warrant articles – Director Moore approached the Board of Selectmen
32 about adding a few articles to the upcoming warrant for equipment needs at the
33 Transfer Station.

34
35 **V. Police Department**

- 36 a. Police Chief Randall talked with the Board of Selectmen about the recent retirement
37 of a part-time employee. Chief Randall proposed to the Board converting a few of the
38 part-time positions into a full-time position based on the increased need for the
39 department. Lt. Ulwick mentioned to the Board that arrests in town have increased
40 37% from this standpoint last year. The Police Department budget was reduced in
41 certain areas for the requested change to a full-time, overall department requested
42 increase was 5%.

1 **MOTION:** Selectman Sharps
2 *To approve the Police Department budget in the amount of \$472,038.*
3 **SECOND:** Vice Chairman Lamos
4 **VOTE:** 4-0 (All in favor)
5 **MOTION PASSED**

- 6
7 b. Police Detail Work – section of the budget is for detail work that may occur for the
8 officers. Offset by revenue received and no requested changes.

9
10 **MOTION:** Vice Chairman Lamos
11 *To approve the Police Detail Work budget in the amount of \$3,230.*
12 **SECOND:** Selectman Sharps
13 **VOTE:** 4-0 (All in favor)
14 **MOTION PASSED**

15
16 **VI. Election & Registration**

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

20
21 **MOTION:** Chairman Newton
22 *To approve the Election & Registration budget in the amount of \$41,353.*
23 **SECOND:** Selectman DeWolfe
24 **VOTE:** 4-0 (All in favor)
25 **MOTION PASSED**

26
27 **VII. Financial**

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

31
32 **MOTION:** Selectman Sharps
33 *To approve the Financial budget in the amount of \$101,348.*
34 **SECOND:** Selectman DeWolfe
35 **VOTE:** 4-0 (All in favor)
36 **MOTION PASSED**

37
38 **VIII. Executive**

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

41
42 **MOTION:** Selectman Sharps
43 *To approve the Executive budget in the amount of \$168,827.*
44 **SECOND:** Chairman Newton
45 **VOTE:** 4-0 (All in favor)
46 **MOTION PASSED**

1 **IX. Property Taxation**

- 2 a. TA Smith requested the property revaluation line be decreased to \$1 from \$33,000.
3 Since 2018 is the town revaluation it was recommended to skip 2019. TA Smith
4 mentioned proposing on the warrant the creation of a revaluation CRF and an
5 appropriation of \$20,000.
6

7 **MOTION:** Vice Chairman Lamos

8 *To approve the Property Taxation budget in the amount of \$22,611.*

9 **SECOND:** Selectman Sharps

10 **VOTE:** 4-0 (All in favor)

11 **MOTION PASSED**

12 **X. Legal**

- 13 a. TA Smith recommended the Board of Selectmen increase this line \$5,000 based on
14 the unexpected legal expenses that could occur in the calendar year.
15

16 **MOTION:** Chairman Newton

17 *To approve the Legal budget in the amount of \$20,000.*

18 **SECOND:** Selectman DeWolfe

19 **VOTE:** 4-0 (All in favor)

20 **MOTION PASSED**

21
22 **XI. General Government Building**

- 23 a. TA Smith did not recommend any changes except for the electric line based on rate
24 increases. Overall increase request was \$1,250.
25

26 **MOTION:** Vice Chairman Lamos

27 *To approve the General Government Buildings budget in the amount of \$39,052.*

28 **SECOND:** Selectman Sharps

29 **VOTE:** 4-0 (All in favor)

30 **MOTION PASSED**

31
32 **XII. Cemetery (no changes)**

33 **MOTION:** Vice Chairman Lamos

34 *To approve the Cemetery budget in the amount of \$50.*

35 **SECOND:** Selectman Sharps

36 **VOTE:** 4-0 (All in favor)

37 **MOTION PASSED**

- 38
39 **XIII. Next Meeting** – the Board decided to move their next budget meeting from 10AM to 9AM on
40 Wednesday, October 17th and to meet with the Parks & Rec Director at 6PM on Monday,
41 October 15th prior to their regular meeting.
42

43 Selectmen adjourned their meeting at 11:30 A.M.

44 These minutes were drafted by Charles Smith on October 12, 2018.