

Approved 09/14/2017

The meeting was called to order at 7:00 pm in the main floor of the Town Hall. Present were Selectmen Neal Janvrin, Roger Barham and Gene Cordes. The purpose of the meeting was to have a work session on proposed 2018 budgets.

At 7:01 pm they were joined by Librarian Eric Abney and Library Trustees Cheryl Rowell and John Hennesley. A review of the 2017 budget occurred and there was discussion of the proposed 2018 budget.

The intended use of the 2017 budget is going well and there are plans for their spending for the rest of the year. They were encouraged to take care of any one-time needs they are aware of within their 2017 budget, if possible, and avoid budgeting for it in 2018. The Department's proposed 2018 budget shows increases in the books and media expense line and they have budgeted for an additional half time position (20 hour hours / week). Abney feels they are very thin in their library staffing and they are quite far behind in their cataloging of existing books, some of which are donated. This is a modest expansion in open hours planned.

The Board of Selectmen suggested that they propose the additional part time position for 35 or 36 weeks in 2018 as it would not be funded until March and it would take time to recruit and hire someone. Also the Trustees are intending to request to fund a Warrant Article for the Library Maintenance Town Trust Fund. They will provide this additional information in the near future.

The Board of Selectmen left it with them that they will further consider their recommendation when the additional information is received and they have reviewed other department budgets, as they have significant other budgets to review.

The Library Trustees and Librarian left the meeting at approximately 7:30 pm. Deputy Fire Chiefs Joe Nichols and Kevin Zukas joined the meeting at the same time. They were there to discuss the Department's 2018 proposed budget.

There was brief discussion about Chief Butler not being available for health reasons and the potential impact near future. Covering the Department for burner permits and inspections, the detail planning for the upcoming Grass Drag event was discussed. They will talk to Butler and the Board will talk with Carlson and a plan will be made in the near future.

There was a discussion about the remainder of the 2017 budget and anticipated spending. The Deputies have not had a recent discussion with the Chief about this so they wanted to wait to further discuss this with him.

Regarding the 2018 budget, there was a discussion about the "points plan" and the weekend duty officer stipends. The Board of Selectmen have been getting legal input on the compensation plan relative to Federal wage and hour law and wish to meet with the Chiefs in the near future to further discuss this. It is intended that this discussion will occur within the next two weeks, as this seems to be an important part of their budgeting. The Deputies left the meeting at about 8:00 pm.

Road Agent Leon Holmes, Jr joined the meeting when the Deputies left the meeting. He was there to discuss the road reconstruction and overlay work that has occurred, the Highway Department's remaining 2017 budget and budget priorities to use in his 2018 planning. He is in the process of his 2018 planning and he was seeking the Board's input. He is waiting for road reconstruction work cost estimates to use in the budget planning and expects to have them in within a few days. His stated road reconstruction / overlay priorities are:

- Final overlay of North Road (about 2 miles)

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- Reconstruction of a .8 mile section of Beede Road
- Reconstruction of Red Brook Road (about .7 mile in total)
- Reconstruction of a .3 mile portion of Chester Road

Some of the above will likely be included in the proposed operating budget and some will be on a Warrant Article or Articles. He was encouraged to keep similar amount of road reconstruction and overly funding in his proposed operating budget as in 2017.

There was significant discussion about the need for a full time position within the Department. Right now Holmes is the only full time position and there is additional 32 hours a week for a part time position. Recent experience is that the part time personnel turn over and that more help is needed. Holmes was encouraged to propose what he feels is needed for the good of the Department and Town.

Holmes was told that if he had his proposed 2018 budget ready for next week that would acceptable as it did not seem likely he would be ready by 9/14/17. He left the meeting at 8:46 pm.

The Board reviewed the 2018 proposed budget for expense group # 4195 – Cemeteries. After some discussion, Janvrin moved to recommend the Department's proposed budget of \$17,450. The motion was seconded by Barham and approved 3-0 at approximately 8:50 pm.

The Board next reviewed the 2018 proposed budget for expense group # 4414 – Animal Control. This was discussed at previous meeting as clarifications were sought on the wage line item. With the additional information available, Barham moved to recommend the Department's proposed budget of \$10,513. The motion was seconded by Janvrin and approved at 3-0 at 8:54 pm.

The Board next reviewed the 2018 proposed budget for expense group # 4520 – Parks and Recreation. The proposed budget is up slightly from 2017 in the area of events and play groups and adult recreation programs. The summer camp has paid for itself again in 2017 and it is anticipated that it will occur again in 2018.

With no further discussion a motion was made by Janvrin to recommend the Department's proposed budget amount of \$55,235. The motion was seconded by Barham and approved 3-0.

There was a brief discussion about remaining budget work and upcoming availability for additional meetings. No decisions were made.

At 9:07 pm with no further business to come before the Board, Janvrin made a motion to adjourn. It was seconded by Barham and approved 3-0.

The next regular Board meeting will be held on Thursday September 14, 2017 at 6:30 pm at the Town Hall.

Notes taken by Gene Cordes