

SELECTBOARD and FINANCE COMMITTEE

JOINT FY 18 BUDGET MEETING

TOWN HALL, 334 MAIN STREET

WEDNESDAY MARCH 8, 2017 at 6:00 PM

PRESENT:

SELECTBOARD:

SEAN STANTON
STEVE BANNON
DAN BAILLY
ED ABRAHAMS
BILL COOKE

FINANCE COMMITTEE:

WALTER ATWOOD
EUGENE CURLETTI
THOMAS BLAUVELT

TOWN MANAGER

TOWN ACCOUNTANT

I. Call to Order

Chairman Sean Stanton called the meeting to order at 6:00PM

The final budget meeting and public hearing will be held on Wednesday, March 22nd at 6:00PM. Ms. Tabakin asked the Board if Peter Dillion can present the school budget before the Finance Committee and Selectboard continue the hearing.

Steve Bannon motioned to hold the Public Hearing on March 22nd to vote on the budget and warrant articles.

Second: Dan Bailly

Vote: 5-0

The Town Manager formally thanked Town Accountant Bob Patterson on his hard work and completion of his first budget season.

II. FY 18 Budget.

General Government

Under the budget line item, the Town Manager is requesting an additional \$3,000. Travel and training expenses have been appropriately divided out among the different departments. The remaining \$4,000 is for the Town Manager's office. Chris Rembold noted that a travel and expense fund had not been allocated to his department in this FY18 draft. Mr. Rembold said that he consistently spends \$2,000 annually. The Town Manager and the Accountant recognized this as an oversight and assured the Town Planner it will be reflected in the final FY18 draft.

There is an increase of about \$6,000 under the Accountant Expense line. This is for training staff in Munis and for the Town Accountant to become accredited in Massachusetts.

There is an increase in the Technology budget. This is due to a combination of software costs increasing along with adding many additional components to Munis in order to streamline workflow.

The Town Manager announced that the Town Clerk is going to be the lead in upgrading and maintaining the Town Website. The projected improvements to the website will allow for remote uploading and email blasts with announcements or updates.

There is an increase of \$14,266 in Computers-Public Safety. This figure reflects the cost for the new firehouse software. This software will allow for more reliable communication and dispatch. The Town Manager noted that it is a higher cost upon installation, but will reduce in the following fiscal year to just the licensing fee.

Mr. Atwood inquired about the \$7,000 under Public Health contracted services. The Town Manager clarified that this is with the Public Health Alliance to come in for septic system inspections etc.

Principal Assessor, Chris Lamarre explained that with each cyclical round of inspections (which are contracted services) brings in new growth revenue. The charge is about \$450.00 per day with the inspectors typically completing 15-20 assessment inspections per day. This allows the Assessor's Department to complete an additional 100 inspections annually. The growth for this year displayed 37.3 million in new tax dollars.

Marie Ryan the Town Clerk mentioned that there is an increase in maintenance in equipment. This will allow the Town Clerk to obtain software to efficiently track records requests, and citizens that participate on boards and committees. Dan Bailly noted that the Town Clerk's salary is significantly lower than the other department leads. He asked the Town Manager to look into what surrounding towns of comparable size pay town clerks. The Board agreed that this should be researched and placed on an upcoming agenda for further discussion.

Office of Planning/ Community development has an increase of \$12,000 to cover the expense of an economic development specialist. This is potentially going to be covered by grant funding, the Town Manager wanted it reflected in the budget in the event it cannot be grant funded.

Finalizing Budget

Steve Bannon motioned to transfer \$5,000 from holidays and seasonal events for the possible use of WEB DuBois Celebration.

Second: Dan Bailly

Vote: 5-0

Will Curletti moved that the funds be reallocated.

Second: Tim Blauvelt

Vote: 3-0

III. Citizen Speak Time.
None.

IV. Adjournment.

On a motion made by Steve Bannon, seconded by Dan Bailly with a unanimous vote the meeting was adjourned at 7:15PM

Respectfully Submitted,

Recording Secretary

Rebecca M Jurczyk

