

**BOARD OF SELECTMEN  
MARCH 9, 2007 MEETING MINUTES**

**Selectman Present:** Chairman Galligan, Selectman Crowley, Selectman Dunne, Selectman Trindade, Selectman Kent (arrived 6:05pm), Town Administrator Suzanne Kennedy, Town Accountant Barbara Durand and Administrative Assistant Shirley Bliss.

**Call to Order:** With a quorum present Chairman Gilligan called this meeting to order at: 5:43pm.

Town Administrator Suzanne Kennedy informed the Selectman of some revenue changes not reflected in their most recent budget analysis:

Excise Taxes:	Reduce from 1.6m to 1.5m
Debit Exclusion:	should be 2.5m for FY07
State Aid:	\$562,000.00
Total Revenue:	Just over 39 million.

Chairman Gilligan reported that due to conflicting information he met once again with Representative Jim Vallee and was told that although the State money was not set in stone, he was optimistic that the monies would remain the same.

**Budget Discussion:**

Selectman Crowley stated that this is the second passing of the budget with the anticipation of 2 more passes.

Selectman Trindade questioned the projected \$600,000.00 increase of the excise taxes, tax levies and property taxes and was assured these numbers were solid projections. It is expected that the increase in health insurance will use up the revenue increase. Town Assessor Mr. Pace will be present to discuss these numbers at the April 2, 2007 meeting.

The following is a summary of a discussion on the FY08 budget. Totals are based upon a level service budget:

COMMITTEE	FY07	FY08	SUPP FUNDS.	NOTES
<b>Education</b>	\$ 24,076,401.00	\$24,938,023.00		
<b>Tri-county VocTech</b>	\$ 514,807.00	\$ 477,437.00		
<b>Selectman</b>	\$ 247,054.00	\$ 249,234.00		Discussion tabled on possibility of hiring Human Resource Manager/Operational to assist/free up Town Administrator
<b>Pre-employment Physicals</b>	\$5,000.00	\$5,000.00		

<b>COMMITTEE</b>	<b>FY07</b>	<b>FY08</b>	<b>SUPP FUNDS</b>	<b>NOTES</b>
<b>Finance Comm</b>	\$106,794.00	\$106,794.00		
<b>Town Accountant</b>	\$ 349,269.00	\$262,678.00		Add't funds for pt employee New software to prepare reports
<b>Assessors</b>	\$252,398.00	\$264,755.00		Difference: salaries To attend 3/19 meeting
<b>Treasurer/collector</b>	\$430,516.00	\$373,174.00		Reduced need for Consultants - hired in house staff to perform duties.
<b>Legal</b>	\$92,000.00	\$92,000.00		Includes Town Counsel & Labor Counsel Gov't Study Group to look at
<b>MIS/Technology</b>	\$40,000.00	\$67,075.00		
<b>Town Clerk</b>	\$71,357.00	\$ 73,476.00	\$20,000.00	Requesting full time Assist. Town Clerk Grade 7 Consideration should be made to hire a Grade 5 shared part time assist. 19 hr/w
<b>Elections</b>	\$19,013.00	\$13,276.00		
<b>Registrar</b>	\$4,505.00	\$4,505.00		
<b>ConCom</b>	\$9,169.00	\$9,175.00		
<b>Planning Board</b>	\$73,762.00	\$75,046.00	\$20,000.00	Add'l funds: pt assistant for Suzie
<b>ZBA</b>	\$7,505.00	\$7,505.00		

<b>COMMITTEE</b>	<b>FY07</b>	<b>FY08</b>	<b>SUPP. FUNDS</b>	<b>NOTES</b>
<b>Industrial Dev</b>	\$5,769.00	\$5,769.00	\$500.00	funds for grant writer
<b>Capital Improv</b>	\$696.00	\$696.00		See funding thru alternative avenues
<b>Town Report</b>	\$ 2,400.00	\$2,400.00		
<b>Debit Service</b>	\$3,382,829.00	\$3,284,404.00		Borrowing amount will change each year
<b>Deficit Bond Serv</b>	\$265,350.00	\$263,150.00		Level P/I
<b>Unclassified</b>	\$ 5,800,000.00	\$3,800,000.00		# in flux due to reallocations to actual
<b>Life Insurance</b>	\$12,285.00	\$12,890.00		
<b>Property/Liab</b>	\$ 4,143.00	\$4,350.00		
<b>Unemployment</b>	\$90,462.00	\$90,462.00		To be revisited at a later date
<b>Health Insurance</b>	\$70,790.00	\$134,672.00		To be revisited at a later date
<b>Salary Reserve</b>		\$100,000.00		
<b>DPS</b>	\$1,196,698.00	\$1,209,584.00	\$75,000.00	Increase due to salary/step increases Prepare walkways prior to ADA arrival Increase staff Will invite DPS Director to future meeting
<b>Snow/Ice Removal</b>	\$210,000.00	\$210,000.00		
<b>Charles River</b>				
<b>Pollution Control</b>	\$ 237,940.00	\$243,889.00		Estimate
<b>Sewer</b>	\$6,073.00	\$ 7,285.00		Increase due to benefits allocated to budget

<b>COMMITTEE</b>	<b>FY07</b>	<b>FY08</b>	<b>SUPP FUNDS</b>	<b>NOTES</b>
<b>Cemetery Comm</b>	\$100.00	\$00.00		
<b>Fire</b>	\$431,510.00	\$462,613.00		increase due to: expenses/utilities/training 5 new on-call personnel 2 full
<b>Police</b>	\$2,141,103.00	\$ 2,198,185.00		Contract overlap - cut in # of officers
<b>Police/Fire</b>				LOOK AT JOB SHARE - ADMINISTRATIVE FIRE/POLICE
<b>Communications</b>	\$ 246,388.00	\$252,818.00		Extra funds for training
<b>Animal Control</b>	\$40,768.00	\$41,785.00		# in flux - waiting for Millis Medway uses larger % of services
<b>Building Inspect</b>	\$181,620.00	\$184,160.00		
<b>Board of Health</b>	\$ 63,087.00	\$66,810.00		Increase due to sift in enterprise fund Salary increases Look at duties of Dept Head & Assistant
<b>Council on Aging</b>	\$113,035.00	\$13,289.00	\$4,000.00	Add'l funds for utilities
<b>Veterans Services</b>	\$14,258.00	\$14,486.00		
<b>Parks Department</b>	\$ 146,102.00	\$ 148,579.00		Figures in flux
<b>Library</b>	\$169,295.00	\$172,708.00		Looking for funding for 20hrs p/w 3 yr budget request in the works

COMMITTEE	FY07	FY08	SUPP FUNDS	NOTES
Sunshine Group	33,336.00	33,336.00	\$3,500.00	Will revisit budget too low
Memorial Comm	\$600.00	\$600.00	\$1,400.00	Funds to replace battered flags
Historical Comm	\$325.00	\$325.00		
<b>Total Operating Budget:</b>		FY07	\$36,561,431	
		FY08	\$37,392,227	
<b>Supplemental Budget</b>		FY08	\$128,900.00	
<b>Transfer to Stabilization:</b>		FY07	\$250,000.00	
		FY08	\$250,000.00	

Chairman Galligan stated that at this time the Board of Selectman looking at the figures at hand, school level funded, operationally the numbers are good, see no reason to ask for an override to operate the town. He did also state than at override may be considered when all budgets have been discussed and reserves met. Chairman Galligan also stated that no override vote this year will add some much needed credibility to the town and its future need for an override.

Selectman Trindade agreed with the Chairman stating that it would be tough to ask the Town for more money when there is an anticipated surplus of \$488,000.00. Selectman Trindade did stress that this budget includes no roads, no capital improvements.

Selectman Scott agreed that an override may be asked for to afford projects that have been left behind in the last few years. Selectman Crowley states that funds should be used to build up the stabilization fund. Town has spent time building a team to put in place new policies and procedures that have left us with some extra funds.

Selectman Dunne also agreed with no override vote, feels numbers look good at this time.

**Adjournment:** With no further business before this Committee Chairman Galligan motioned and it was unanimously agreed to adjourn the meeting at: 7:43pm. Motion: Kent Scott  
Seconded: Dennis Crowley.

Respectfully submitted,  
Shirley Bliss  
Administrative Assistant