Present: Bob Finnegan, Jim Pennington, Tom Tracey, Christine Edwards, Kurt Kaiser, Maureen O’Sullivan, Bob Margerison, Peter Fimognari, Brenda Payette (Administrative Assistant), Mary Lauria (Town Accountant), Evan Brasard (Town Administrator), Hope Bodwell (Library Director), Mary Watson (Town Clerk), Stephen Kozloski (Police Chief),

Absent: Gerry Brayton, William Dominguez

The meeting was convened at 7:00pm

**CORRESPONDENCE:**

The Beacon

Spreadsheet showing department year to date expenses

Fiscal 2017 projections sheet

**BILLS TO PAY OR TO APPROPRIATE:**

Request for transfer from the reserve fund

Date: 2/22/16

Amount requested: $500.00

Appropriation account: Town Accountant-101-135-5732-E700

Used for the following purpose: MMAAA Annual Education Class & Municipal Law Class

Mr. Kaiser made a motion to transfer $500.00 from the reserve fund to the Town Accountant fund; Mr. Finnegan SECONDED motion.

Ms. Edwards asked Ms. Lauria if this will be an annual expense. Ms. Lauria said yes it will be and she has requested this in her budget.

All voted YES.

**MEETINGS MEMBERS ATTENDED:**

None

**BUSINESS / NEW BUSINESS:**

7:00pm Hope Bodwell, Library Director

Ms. Bodwell provided a handout with some key points.

FY16 town appropriation $264,984 (FY16 MAR-$280,967)

FY17 MAR should be $284,897

Proposed $271,608 (.025 increase from FY16 appropriation. $13,289 away from FY17 MAR)

improvements this year:

increased hours

DeSantis community room open all year long

added five new databases

successful summer reading program

updated copier

Ms. Bodwell said they wrote a long range plan this year. State requirement that they do one every five years.

If they met the MAR, what would they do:

increase hours

increase community room usage

increase on-line databases to support the schools and benefit the community.

wouldn’t have to apply for a waiver.

7:15pm Mary Watson, Town Clerk

Ms. Watson said she submitted a level services budget.

In FY17 they will have three elections:

 September, November and the annual town elections in June.

She recieved a quote from LHS Associates for three new voting machines. $19,500 plus $600-maintenance fee.

Mr. Brassard said they are looking at this as a capital expense.

7:30pm Stephen Kozloski, Police Chief

Chief went through the police budget and provided explanation when needed:

**police officer salaries;**

 reflects school resource officer at three months full funded by school

nine months school funds 50%

annual salary $46,654

they haven’t been able to fill the position. It was filled but the officer left for different position.

**lock up expense line item:**

Mr. Kaiser asked why nothing was expended in 2015:

Chief said they didn’t have a lock up until the new town hall building was built, still figuring out the expenses.

**police communications line item:**

requesting $10,000 above level services- for hardware and additional radio site.

Ms. Edwards asked if this expense could be moved to capital expense, Mr. Brassard said he will be working with the Chief to see if it can.

**police tazer equipment line item:**

requesting $15,428 above level services-this is first year purchase and training of officers and instructions. Subsequent years will be lower.

The training- two days instructor class, renewed every two years. Instructor to train officers while officers are on duty.

**civilian dispatchers line item:**

Chief said converations have started up again with Palmer, Ware and Warran.

requesting $32,446 above level services- reflects identifying shifts with high 911 calls to have two 911 dispatchers.

Meeting was adjourned at 8:35pm

Respectfully submitted,

Brenda I. Payette

Administrative Assistant to the Finance Committee