

TOWN OF PRINCETON MA  
Princeton Advisory Committee  
Meeting Minutes  
February 6, 2019

---

**AC members in attendance:** Bill Lawton, Mary Jo Wojtusik, Wayne Adams, George Handy, Judy Dino, Helga Lyons

**Absent:** Krista Penning

**Advisory Committee (AC) Agenda**

- Dept by Dept Review Draft FY2020 Operating and Capital Budgets – Police Department
- Recap of Princeton Volunteer Fair
- Approve Minutes from previous AC meeting(s)
- Facilities Steering Committee guidance from Advisory Committee
- Advisory Committee Annual report draft

**Meeting Minutes**

**Meeting Started at 5:05PM**

**Review FY2020 Operating and Capital Budget – Police Department**

Department heads were asked to prepare level-funding budgets this year (excluding salaries). In previous years, level-service budgets were prepared. The intent of preparing level-funding budgets is to tease out areas where some cuts can be made, to understand the impact of those cuts and to encourage thoughtful justification for budget increases.

Michele Powers, Chief of Police, and Ricky Thebeau, Sergeant presented the Police Department budget. The Police Department presented a level-funded budget by cutting \$18k from operating expenses (\$87,144 total) and including some expenses (e.g. new/repair radios) in the capital budget. Chief Powers mentioned that moving some expenses to the capital budget takes away some flexibility in managing the overall budget because items purchased as a capital item are fixed. To achieve the proposed operating budget, Chief Powers may need to take such actions as doubling up officers in one car and restricting mileage. Chief Powers requested having the additional \$18k in the operating budget to feel comfortable.

**Facilities Steering Committee guidance from Advisory Committee**

The AC voted on providing a set of guidance for the FSCII as it relates to proposals for a public safety building and preparation for ATM. Wayne Adams will distribute the draft guidance to the AC for review and approval at an upcoming meeting.

Approved 6-Y, 0-N, 0-A

**Recap of Princeton Volunteer Fair**

Wayne Adams and Helga Lyons represented the AC at the Volunteer Fair. The Fair was well-attended by town committees and a good opportunity for members to interact. Several interested citizens attended the Fair.

**Approve Minutes from the last meeting**

Approved: 6-Y, 0-N, 0-A

**Advisory Committee Annual report draft**

Wayne Adams distributed draft annual report for the AC to review for discussion at an upcoming meeting.

**Proposed Department Meetings**

Feb 13th, 20th, at 5:00 - 6:00

Feb 13<sup>th</sup>, 6:00 – 7:00 WRSD budget presentation

Saturday March 2nd 11:00 - 1:30

Meeting adjourned at 7:00 pm.

Minutes recorded by Mary Jo Wojtusik, AC Member