

**BOARD OF SELECTMEN
SPECIAL SESSION MEETING MINUTES
November 30, 2007**

CALL TO ORDER: Chm. Woods called the meeting to order at 1:30 p.m. The following persons were present: Chairman Julie Woods, Vice Chairman Kevin Kuros, Clerk Michael Potaski, Sel. Dan Stack, Town Manager Jill Myers and BOS Assistant Tracy Leavitt.

OLD BUSINESS:

Tax Re-cap FY08: Presentation and Signatures: Chm. Woods noted that the BOS had received preliminary information on the Tax Re-Cap at the BOS meeting of November 26, 2007, however, some information was still pending, so that the document was not ready for BOS signature. Finance Director Genereux provided the Board with details of the preparation of the Tax Re-cap which is required by the DOR. He noted that the actions of the Fall Annual Town Meeting (11/26/07) must be included, which provides for a very constrained timeline – essentially 12 hours, even though most of the work is completed. Mr. Genereux noted that DOR will not set a tax rate until the signed copies have been received. He reviewed the attached documents, and noted that the Re-cap is not a reflection of the budget which is done on an annual basis; the re-cap follows all movement through two years. Assessor Utakis reviewed the “Overlay Worksheet,” he explained that the “ATB Cases” money gradually increases because of court cases that are still pending. Sel. Kuros asked if the Overlay Account is used as a buffer for the Town should people become delinquent in taxes. Assessor Utakis stated that is correct. Sel. Kuros inquired if the Overlay should have additional funds due to the foreclosures. Assessor Utakis said no because we budget per certain years involved. Finance Director Genereux reviewed the Debt Exclusion Form and explained that anything that was debt exclusion is on this form. He stated it is important to note that it has to be adjusted by any grants we receive. Assessor Utakis reviewed the “LA” forms. Chm. Woods stated that the decision of whether or not to access the excess levy capacity is the most important role the Board will have in this process. Finance Director Genereux responded noting records that there have been \$3,000-\$4,000 in the levy in some years, but this year there is no capacity for excess levy. He informed the BOS that the tax rate is set at \$10.47, and per an early vote by the BOS at the Tax Classification Hearing, that there remains a single tax rate. He also noted that we are fully balanced for the year.

Motion offered by Sel. Kuros, seconded by Sel. Potaski to approve and sign the Tax Re-cap form and associated documents as presented today. The motion passed 3-0; Sel. Stack was not present at time of vote.

ADJOURNMENT: At 2:24 p.m.

Motion offered by Sel. Potaski, seconded by Sel. Kuros to adjourn. The motion passed unanimously.

Minutes respectfully submitted by, Tracy Leavitt, Assistant to the Board of Selectmen

Minutes approved by Board of Selectmen:

Chairman Julie A. Woods

Vice Chairman Kevin Kuros

Clerk Michael Potaski

Selectman Dan Stack