

SELETBOARD MINUTES
APRIL7, 2016

Meeting opened at 5:30pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa
Duane Pease, Town Administrator (T/A)
Finance Committee (F/C): Joe Kearns, Chair; Judy Hoag, Dale Hoag, Scott Artioli and Ed Vivier.

Board met with Suzanne Lemieux, Town Clerk, to discuss her budget request for FY'17. She had requested increase from \$4,200 to \$5,500 and her assistant increased to \$3,000 from \$600. Suzanne estimates she will have put in over 400 hours this year, there is a lot of filing and cleaning up she has to do to bring everything up to date. Alan recommended she join the Town Clerk Association as they are an excellent source of information. Alan also noted she is getting some volunteer help. After much discussion about the requests, the Board and Suzanne agreed to her increase to \$5,500 and the assistant to \$1,500.

Board next met with the Finance Committee to continue reviewing the Annual Town Meeting Warrant.

S/B recommended the Treasurer's Tax Title Account be reduced to \$12,000. Alan has been in contact with the Tax Attorney and he feels the \$12,000 would be sufficient.

There was discussion on Article 8 with the F/C and Highway Superintendent Skip Savery on the wages, holidays, vacation and sick time requests. There is a 2% increase in wages that the Board agreed with. Holiday wages were increased as Skip explained the department is going to have an increase in holidays they take, they currently work many of the State holidays, Board agreed. Vacation wages were reduced as there are only 2 full time workers at this time and any new help will not be entitled to more than 1 week of vacation. There was extensive discussion on the Sick Days request of \$2,100. There is currently no policy for the amount of sick days or how many could be carried over to the next fiscal Year. The Board is still working on a Personnel Policy for the Town. Alan motioned to institute a Sick Leave policy of allowing a 30 day carry over, Dave 2nd; vote 3-0. this will become part of the Personnel Policy. The T/A will check with Town counsel on the proper way to allow a carry over of the funds from year to year.

Articles 14, 15 & 16 dealt with the Gateway funding, the Board agreed with the F/C recommendations on Articles 14 & 16. However, the Board will only recommend the FY amount for the above minimum, \$55,928, for FY '17 as Gateway has been requested to level fund their budget the same as last year.

Article 31 addresses the legal action taken by the Gateway towns as a result of Worthington's withdrawal. This article was written by Town Counsel. After discussion on paying the shared legal fees, the Board requested a following article be placed on the warrant requesting \$5,000 for funding.

F/C will draft another warrant and return to review with S/B at next meeting.

T/A questioned the Senior Work Program and if it will be on warrant. F/C c Chair advised he had just received request and it was too late to put on this warrant but will be included. Also, T/A is waiting for an article from Town Counsel requesting Special Legislation to allow up to a 3 year appointment of the Highway Superintendent and when received it will also be on the warrant.

Ann Marie Visconti requested a budget line be created for the Emergency Management Director; she feels \$500 would be sufficient.

It was noted the Town's Free Cash has been certified and total in excess of \$302,000. There was discussion about applying some of this to reduce the tax rate; this article will also be placed on the warrant.

Fire Chief, Ron Radwich, gave the board an update on the recent brush fires and chimney fire. Ron also explained the Town's history with the radios for the Fire Department and Highway Departments.

It was also noted the Ms. Lapa's dogs have been seen outside of their enclosed area and not leashed.

Alan motioned to adjourn, Bob 2nd; vote 3-0'

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, chair

David DiNicola

Robert Costa