

BOARD OF SELECTMEN
Working Session
Town Hall Conference Room
Minutes of January 6, 2016

Chairman Powers called the meeting to order at 5:04PM. Board members present in addition to Chairman Laura Powers, were Selectmen Martha Morrison, Boyd Jackson and Steve Lais. Eldon Goodhue was absent. Of the Selectmen's staff, Town Administrator Kellie Hebert and Board Executive Assistant Donna Rich were in attendance. Other persons present during all or part of the meeting were Treasurer/Collector Barbara Michalowski, Police Chief Evan Haglund and resident Dick Gandt.

FY2017 Budget Review with Departments:

Debt: Treasurer/Collector Barbara Michalowski presented and explained the FY17 Debt budget stating that at this point it is not a solid number and would be changing.

Police Department: Police Chief Evan Haglund explained a request to increase hours in administrative staff positions and the movement of salary to wages for the Office Manager position due a change from salary to hourly. Selectman Lais noted that per the Finance Committee Guidelines requests of this nature should be presented on a separate sheet and that the "Other" category should reflect an increase of 3%. The Chief was encourage to revise his FY17 budget to show an increase within guideline.

Selectmen Salaries: Selectman Lais defended the increase of elected official's line item to \$4,500 representing a payment of \$900 to each Board member. Selectmen Morrison and Jackson opposed of the increase. Selectman Lais requested it be placed on the letter of supplemental request to the Finance Committee. The process for the Town Administrator salary was reviewed and was noted that it would have to be placed in a warrant article as the number is not known at this point in time. Kellie noted that the salary for Purchasing Agent and Executive Assistant would be changing in the next few weeks.

Town Hall: Kellie reviewed the line items and was requested to add a letter to the Finance Committee for those lines that display over 3% increases.

Website / Cable: Selectman Morrison requested the budget be forwarded to Jeanne Pickering for review.

MSW Collection & Recycling: Donna reported that the amount for trash removal would not increase until the FY19 budget, per the 10 year contract the Town has with JRM Hauling & Recycling.

At 6:15 PM, Selectman Morrison made a motion to adjourn and Selectman Lais seconded the motion; so voted: 4-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Per the Open Meeting Law, the documents that were either distributed to the BOS before the meeting in a packet, or at the meeting were:

1. Agenda
2. FY17 budgets: Debt, Police Department, Selectmen and Town Hall

Approved as written at the January 25, 2016 Board of Selectmen's meeting.

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.