

**Board of Selectmen  
Special Meeting Minutes  
Selectmen's Conference Room  
Monday, March 2, 2020  
3:30 p.m.**

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**Members Present:** Jay Swan, Chandler Paquette

**Members Absent:** Greg Kline

**Others Present:** Karen Fitzpatrick

**1. Call to order**

**Swan** called the meeting to order at 3:35 p.m.

**2. Approve minutes from the February 26, 2020 Special Meeting**

**Swan** moved to table this item to a future meeting. **Motion Carried Unanimously.**

**3. Approve FY 20-21 Proposed Budget**

Swan and Fitzpatrick updated Paquette on the prior special meeting with the Recreation Director, WFPA and EMS. **Fitzpatrick** went over the adjustments that would reduce the original budget requests from Town Departments, Boards and Commissions and Outside Agencies. These adjustments reduced the original 4.16% increase to 2.15 % increase which the Board feels comfortable proposing to the Board of Finance. These adjustments are listed as follows:

SELECTMEN

- INCREASE HOURS FOR OFFICE MGR \$4,021.00
- INCREASE DUES/CONFERENCES \$250.00
- DECREASE OT (\$500.00)

DATA PROCESSING

- INCREASE WEBSITE MAINTENANCE \$400.00

INSURANCE/BENEFITS

- CHANGES BASED ON 2% HOURLY/SALARY RATE INCREASE LESS FULL-TIME RECREATON DIRECTOR
- DECREASE OF (\$41,262.00)

CONTINGENCY

- DECREASE (\$5,000.00)

BUILDING DEPARTMENT – COVERS 4 ADDITIONAL OT HOURS PER MONTH FOR EMERGENCIES

- INCREASE STAFF OT \$2,450.00 – BUILDING OFFICIAL

PUBLIC SAFETY

- INCREASE 911 RESPONSE \$500.00

HIGHWAY

- DECREASE STAFF (\$17,900.00)
- DECREASE STAFF OT (\$5,000.00)

TRANSFER STATION-DECREASE DUE TO CHANGING HOURS AT TRANSFER STATION

- DECREASE PT STAFF (\$1,808.00)
- DECREASE PT FILL IN STAFF (\$2,440.00)

RECREATION

- DECREASE RECREATION DIRECTOR SALARY (\$15,024.00)
- DECREASE COMMUNITY KITCHEN (\$250.00)
- DECREASE LIBRARIES (\$10,000.00)
- DECREASE ARBORETUM (\$1,100.00)

REDEMPTION OF DEBT

- DECREASE CONTINUING DISCLOSURE (\$200.00)

NOTE: THESE DECREASES/INCREASES ARE BASED ON CHANGES MADE TO ORIGINAL REQUESTS ONLY – DOES NOT REFLECT OVERALL CHANGES FROM PREVIOUS FISCAL YEAR

**Paquette** moved to approve the FY 20-21 Proposed Budget in the amount of \$5,490,440.00 as adjusted. **Swan** seconded. **Motion Carried Unanimously.**

**4. Approve Five Year Capital Improvement Plan Ending FY 2025**

Paquette moved to approve the Five-Year Capital Improvement Plan Ending FY 2025. **Swan** seconded. **Motion Carried Unanimously.**

**5. Adjournment**

**Swan** moved to adjourn. **The meeting adjourned at 4:25 p.m.**

Respectfully Submitted By:

Karen Fitzpatrick, Treasurer