

**Board of Selectmen
Special Meeting
March 13, 2018
Minutes**

Present: First Selectman Dan Jerram, Selectman Alesia Kennerson, Selectman Eric Claman, Administrative Assistant Christine Hayward.

First Selectman Jerram called the meeting to order at 5:30 PM.

2018-2019 Budget Discussion and approval of budget to be presented to Board of Finance budget workshop:

First Selectman Jerram presented information regarding the Fleet of Vehicles owned by the Town. He noted that repairs are needed to several vehicles. Of special note are the following: one police car, the highway foreman's truck, and an F-550. Due to budget constraints, a huge unfunded liability is being created and vehicles are not being replaced.

The Capital budget was discussed by the Board. \$445,000 is the current "wish list," with the Selectmen agreeing that it needs to be reduced.

The Selectmen decided to remove the mini excavator from the capital plan and put an additional \$2,500 into purchased/contracted services to cover the cost of renting one when needed. The mini excavator will be added to the 2019-2020 capital list.

Two gates were listed in the plan; one to be installed at the Town Garage site and another at the Antolini sand/salt access road. The Selectmen decided to remove one of the gates from the capital plan.

MOTION: by Kennerson to make the changes to the capital plan as noted, reducing the plan from \$445,000 to \$386,000; seconded by Claman.

Unanimous.

The Selectmen then reviewed the General Government budget. Mr. Jerram noted that the Tax Collector has asked to have her Supplies and Expenses line item increased by \$6,000 and her data processing line item reduce by \$2,500 which creates an overall addition of \$3,500 to her budget. She would like to engage the services of Quality Data to not only prepare the tax bills, but also be responsible for their distribution. She indicated that this would be a more efficient way to process the tax bills.

Jerram stated that the Registrars informed him that they had failed to include expenses for a referendum for the potential sale of water and wastewater assets. They did not realize that there would be an additional referendum for this matter. They have asked that their line item be increased by \$4,000.

The Ambulance Association has indicated that they are interested in purchasing another new ambulance and therefore would like their line item to remain flat from last year. (last year's budget included the cost of an ambulance, therefore there would be no change to this year's request)

The highway department line items were reviewed and the Selectmen made some adjustments to the supplies and expenses line item, the pavement line item and the road sweeping/catch basin cleaning line item.

The Selectmen discussed funding for the libraries. Beekley library has submitted a request for \$239,832.00. Bakerville Library has not yet submitted a request.

The Selectmen noted that the Beekley Library request does not show actual expenses incurred for last year. Selectman Claman commented that he would like to see the revenues from the fundraising efforts and Kennerson commented that the data submitted shows that the library increased expenses last year, even though it was a tight budget year. The Selectmen wondered if there are fees charged for use of the library when used for functions/events not considered to be a library event. They noted that the Recreation Department charges for Berkshire hall use. The Selectmen were back and forth regarding what the budget could support this year; noting that it would be difficult to get them back to where they were a couple of years ago. Selectman Claman suggested a 3% increase over last year's figure for each of the libraries. Foothills Visiting Nurse line item was debated once again this year, the Selectmen questioning again how they might be able to access data regarding those served by this agency who might need special assistance during an emergency situation. They all agreed that obtaining this kind of information would be extremely beneficial to Emergency Services. They noted that they would not need specific information regarding medical history/condition—just some contact information. This will be investigated again.

Other line items discussed included: West Hill Lake Association, Economic Development Commission, Senior Citizens (noting that this line item needs to include funds for a van driver); and Contingency.

MOTION: by Kennerson to approve a budget in the amount of \$24,817,989.39 which includes a capital request of \$386,000; a tax increase of 2.41% to the Board of Finance at their March 17, 2018 budget workshop; seconded by Claman.

Unanimous.

MOTION: by Kennerson to adjourn at 7:59 PM, seconded by Claman.

Unanimous.

Respectfully Submitted by Christine Hayward, Administrative Assistant