MINUTES ADVISORY COMMITTEE
MAY 6, 2008

Meeting called to order at 7:00 PM by Chairman Wilson with Greg Burnham, David Holdcraft, Bob Barnes, and Beverly Lund in attendance. The meeting was held in conjunction with the Board of Selectmen's meeting for the purpose of reviewing the budget for the Annual Town Meeting to be held on May 9, 2008

BOARD OF HEALTH

Clerk's Hours - The Selectmen reviewed a request from the Board of Health advising that they would like to increase the clerk's hours and proposed doing so by reducing the Board of Health Salary and Title V Administrator Salary Accounts by $415 and $560 respectively for a total of $975. There would be no change to the bottom line figure in the Warrant Book.
This would give the clerk 4.03 hours per week.

Ms. Lund moved; Mr. Burnham seconded to recommend the sum of $4,000 for the Board of Health Salary and the sum of $1,500 for the Title V Administrator Salary; so voted.

Landfill Capping Account – The Board of Health further requested that the article on the Special Town Meeting transferring the sum of $7,500 to the Transfer Station Expense Account be increased to $12,500. These funds are needed for improvement to the transfer station to fix a large hole in the landfill cap, to purchase a new shed for the employees and to pour a concrete slab for the shed. It was noted that the DEP will be doing an inspection and the issue of an eye station needs to be addressed. They are looking to put the station in the new shed. The current shed used by the employees has no insulation and the roof leaks. The shed they wish to purchase could be moved to another area if the transfer station were to close in the future. The former shed would be used to store take it or leave it items.

The $5,000 they are looking to use was going to be recommended by the Selectmen and the Advisory Committee for the 350th parade. The Advisory Committee and the Selectmen had previously recommended this article. This issue will be addressed at the Special Town Meeting. If the funds are voted to the Transfer Station then the parade article will need to be passed over or the funds found somewhere else.

After further discussion, the Advisory Committee did not take any action to change their original recommendations.

WARRANT BOOK CHANGES

Due to the fact that the warrant book had to be sent to the printers to meet the deadline for printing, there have been changes made to the line items in the book. There have been additional cuts since the printing. Mrs. Wilson read these changes to those present at the meeting. The Advisory Committee will make these changes in the warrant book

available to the voters on Friday night. Mrs. Wilson noted that if the budget calendar had been followed, these changes could have been made prior to the printing of the book.

POLICE BUDGET

The Police Chief again reviewed the Police budget and after talking with the Selectmen, he is reducing his budget as follows: Police Wages Full Time - $115,884; Police Wages Part Time - $52,000; Police Overtime Expenses - $15,000; Total $336,524.

MEMORIAL DAY - Mrs. Wilson advised that the Memorial Day fund could be reduced by $1,000 to $3,200.

CONTINUATION OF MEETING

Ms. Lund moved; Mr. Burnham seconded to continue the meeting beyond 9:00 PM; so voted.

MUNICIPAL HEAT AND FUEL, GASOLINE AND STREETLIGHT BUDGETS

It was noted that the budgets for the fuel and street light accounts are clearly under funded and the possibility of increasing them was discussed. It was the consensus of the Selectmen, the Advisory Committee and the Accountant that these budgets could be looked at in the fall when actual contracts will be established, overlay surplus can be considered and free cash would be available.

HIGHWAY DEPARTMENT HIGHWAY OPERATOR WAGES

Mr. Chaffee stated that the wage for the position of Highway Operator which was recently upgraded should have been calculated on the $17.85 that was recommended by the Personnel Board. Mr. Peirce and Ms. Lund explained that the current rate of $17.02 was increased by $.31 and a 3% increase was added bringing the hourly rate to $17.85. Mr. Chaffee stated that he would like to reduce the Plowing of Private Roads budget and the Police Detail budget to "0" and put the $890 in the Highway Operator Wages Account to give the current employee an additional increase. Mr. Chaffee indicated that he would make it work and these changes would not affect the bottom line Highway Department budget figure.

DEPARTMENT HEAD BUDGET CHANGES

The Selectmen asked that all Department Heads that have changes to provide written copies of the amendments to the Town Clerk.

SCHOOL BUDGET

Mr. Faugno suggested that the figure in the warrant book be used to calculate the levy limit. The School Committee will be meeting on Friday to vote whether or not the School budget can be further reduced and if so, by how much.

The Committee adjourned their meeting to the kitchen so that the changes could be considered.

BUDGET CUTS

Mr. Burnham moved; Ms. Lund seconded to recommend the changes as follows:

Police Department – Police Wages Full Time - $115,245; Police Wages Part Time - $52,000; Police Overtime Wages - $15,000; Total Police Budget $336,524;
Fire Department – Fired Department Expenses - $32,100; Fire Department Asset Repair/Replacement - $7,500; Total Fire Department - $57,471;
School Department - $2,884,330;
Memorial Day - $3,200; Total Culture and Recreation - $126,100;
Emergency Squad, Full Time Firefighter/Paramedic Wages - $43,862; Total Emergency Squad - $143,443;
Total Operating Expenditures - $7,313,410;

so voted.

ANNUAL TOWN MEETING ARTICLE RECOMMENDATION CHANGES

Article 23 – Highway Construction, Reconstruction and Improvement of Town Roads, Bridges and Sidewalks – The Committee had originally reduced the $30,000 request to $15,000 to be raised and appropriated. It is now being suggested that the entire sum of $30,000 be transferred from Stabilization along with the $10,000 (Article 44) for the Master Plan Committee and the $5,000 (Article 48) for the Brownfield Mill Street Site. Ms. Lund so moved; Mr. Burnham seconded; so voted. Mr. Barnes opposed.

APPROVAL OF MINUTES – APRIL 30, 2008

Mr. Holdcraft moved; Mr. Barnes seconded to approve the minutes of April 30, so voted. Mr. Burnham abstained.

GENERAL DISCUSSION

The Secretary will make the changes to the ATM Spread Sheet and get them to Mr. Burnham who will pull out the changes and send back to the Secretary. Ms. Lund will then forward them to Mr. Peirce for printing.

Mr. Burnham reviewed the overhead presentation with those present and will send out a draft when it is complete. He will also contact the school for an overhead projector.

SPECIAL TOWN MEETING RECOMMENDATIONS

The Special Town Meeting recommendations and the motions as prepared by the Secretary were reviewed by the members. Mr. Burnham moved to approve; Mr. Holdcraft seconded; so voted.

Mr. Peirce will be asked to print these as well.

ADJOURNMENT

Ms. Lund moved; Mr. Burnham seconded to adjourn the meeting so voted. Meeting adjourned at 11:24 PM.

Respectfully submitted,

Beverly A. Lund, Secretary

Date approved by Advisory Committee: June 4, 2008
Date submitted to Selectmen: June 16, 2008