

**Advisory Committee Meeting
Thursday, February 19, 2009**

Meeting Minutes

Advisory Members Present: Heather Lemieux, Robert Barnes, John David Holdcraft, Barbara Wilson, Greg Burnham.

Advisory Members Absent: Marc Charpentier, Bev Lund.

Others Present: Ron Dackson, Bill Simpson, Stephen Comtois, Ross Ackerman, Peter Martell, Peter Masuzzo.

Called to Order by Chairman Lemieux at 7:01 p.m.

Approval of Minutes of February 5, 2009: *B. Wilson moved to accept the Minutes of February 19, 2009 as written, seconded by R. Barnes . Approved unanimously.*

Old Business:

- **Advisory Committee Members Attendance:** The Board will take up at their next meeting.
- **Report of the Department Head Meeting: Cuts from FY09 Budget:** H. Lemieux gave a report of the departmental head meeting. B. Wilson asked Selectmen Ronald Dackson if he thought a Special Town Meeting would be necessary before the Annual Town Meeting; R. Dackson said should not need a STM before the ATM.

New Business

- **New Committee Member:** Stephen Comtois II was present and submitted a letter of intent to join the Advisory Committee. *B. Wilson moved to appoint Stephen Comtois II to the Advisory Committee. Seconded by R. Barnes. Approved unanimously.*
- **Reserve Fund Transfer:** *B. Wilson moved to grant the Reserve Fund Transfer in the amount of \$19.84 to Maturing Interest Hwy Garage and \$7.16 to Maturing Interest Roof. Seconded by G. Burnham. Approved unanimously.*
- **Cultural Council FY10 Budget:** Bill Simpson came in to present the Cultural Council's budget. The increase in the budget is due to the 350th Parade and celebrations. The Cultural Council's expense account pays for concerts, etc. The 350th Committee does not have a budget, therefore the Cultural Council put the associated costs into their budget. The 350th Committee is selling bags and magnets for fundraising efforts. The Advisory Committee agreed to ask the 350th Committee to come in to discuss the funds needed that were requested by the Cultural Council.
- **Memorial Day FY10 Budget:** B. Simpson said the Memorial Day Account is mostly for flags. S. Comtois said there may be monies from the State for the 350th celebration and for flags. The Committee thanked B. Simpson for coming in.
- **Fire Department FY10 Budget:** Fire Chief Peter Martell presented his FY10 budget; H. Lemieux asked him about the duplication in the Subscriptions item, P. Martell said that line item could be deleted. P. Martell said the utilities item increased slightly because the electrical contract was not signed as of budget submission. H. Lemieux asked P. Martell if there was any monies that could be cut for the FY09 budget due to the budget shortfall; P. Martell said there really wasn't

anywhere he could cut but if he had to, could cut calendar year testing for 2009-10; otherwise the Fire Department is right on track for expenditures for FY09. B. Wilson asked if the Fire Department would submit any articles; P. Martell said he put a placeholder in for the Fleet Replacement Account and Building Maintenance. The Committee asked P. Martell about the discrepancy on the worksheet compared to the sheet attached that detailed the expenditures; P. Martell agreed to level fund the expense account from FY09 to FY10. P. Martell said there were slight increases in the salaries accounts due to an increase in hours and the asset repair fund and recertification/testing account. The Committee thanked P. Masuzzo for coming in.

- **Cemetery Commission FY10 Budget:** Peter Masuzzo came in to present the FY10 budget; the only increase in this budget is a step/grade increase. The Advisory Committee asked if the Cemetery Commission was submitting any articles; P. Masuzzo said the only article submission is for cemetery preservation interest. The Committee asked P. Masuzzo the status of the cemetery; P. Masuzzo said the current cemetery has approximately 25-30 years remaining until it is full. The Committee thanked P. Masuzzo for coming in.

Motion to go past 9:00 pm: R. Barnes moved and G. Burnham seconded to go past 9:00 pm. Approved unanimously.

- **Police Department FY10 Budget:** Police Chief Ross Ackerman presented the FY10 budget; R. Ackerman said the expense budget for FY10 is \$55,650. R. Ackerman said he level funded the salaries account. There was general discussion on the effects of the 3 Full Time police officers unionizing would have on salaries, R. Ackerman said unsure at this time how much it would increase. R. Ackerman said the Police Station expenses will be level funded. There was general discussion on the future of the police station; R. Ackerman said if renovations were made to the existing rented facility, would not fall under state mandates for lock-up and the building is already ADA compliant. B. Wilson asked about replacement of cruisers; R. Ackerman said he would be submitting an article for the ATM for a replacement cruiser this year and if the Town purchases a new cruiser, can cut \$2,000-\$4,000 out of repair maintenance. H. Lemieux asked R. Ackerman if he applies for any grants; R. Ackerman said he does apply for grants. The Committee asked him if police vests needed to be replaced this year; R. Ackerman said police vests are all up to date so does not have to ask for money for that this year. D. Holdcraft asked how many officers on 2nd and 3rd shifts; R. Ackerman said typically one officer on those shifts except for inclement weather but on Friday and Saturday nights, usually two officers on shift. B. Wilson asked if cuts have to be made, how important is the clerk; R. Ackerman said would have to do what is necessary and could phase it into the officers jobs if had to. The Committee thanked R. Ackerman for coming in.

Adjournment: R. Barnes moved and D. Holdcraft seconded to adjourn the meeting at 9:40 pm. Approved unanimously.

Respectfully Submitted:
Heather Lemieux

Date Approved: _____