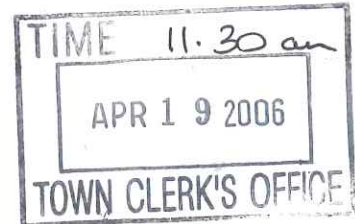


BOARD OF SELECTMEN MEETING  
Longfellow Municipal Center

Thursday, April 13, 2006  
6:30 p.m.



Minutes of the Meeting

Members Present: D. McCutcheon, Chairperson; P. Savage, Vice Chairman; B. Dicks, Selectman; Thomas Petrowicz, Selectman; K. Gikas, Selectman

Also Present: H. Coffin, Executive Secretary; G. Labonte, Finance Committee; M. Fowler, Finance Committee; S. Tringali, Finance Committee; M. Ryan, Finance Committee; M. Mathieu, Town Accountant

The Board has general discussion with the Finance Committee regarding budget issues and the current status of the budget situation.

S. McNamara and J. Sambor request to speak in connection with the Assistant Assessor salary situation. They were asked to return to the Board with additional salary information. The Board does not know when they will have time to meet with the Board of Assessors. Brief discussion follows regarding the pay situation for this fiscal year. The Board will get back to the Assessors with a time when they can meet. S. McNamara and J. Sambor leave.

A. Obuchowski is present to speak on the Police Department budget. He reviews and discusses the budget with the Finance Committee. Discussion follows regarding the possibility of transferring funds from Police Salaries to Police Expenses in order to stock up on supplies at a bulk rate to avoid straining the expense budget for the next fiscal year. The Board is in agreement this would be asset and directs H. Coffin to add an Article to the Special Town Meeting Warrant. The Finance Committee supports this request. A. Obuchowski leaves.

M. Mathieu addresses the Board in connection with the current legal expense situation. She contacted Kathy Reed at the Department of Revenue to discuss the matter. M. Mathieu advises the Finance Committee that they can legally, at the request of the Board of Selectmen, process a Reserve Fund Transfer to pay legal bills incurred due to the unforeseen nature of the current situation. She does warn the Committee that they may be investigated for doing so, but ensures the Transfer is within their legal right. M. Mathieu further advises of a conversation she had with Jay Talerman of Kopelman and Paige regarding the legal billing. Further discussion follows concerning legal billing and the anticipated legal expenses for both the current fiscal year and next fiscal year. The Board informs the Town Accountant and the Finance Committee of a meeting scheduled with Town Counsel next week and that more information will be available at that time. The Board also informs the Town Accountant and Finance Committee of a

current labor relations case that may be settled in the near future. Discussion follows on how the Town would cover this obligation. Discussion follows with respect to the 46 Hope Street matter and the transfer of funds to pay those legal fees incurred. The Board directs H. Coffin to add an Article to the Special Town Meeting Warrant requesting a transfer of funds to the legal expense account. The Board directs H. Coffin to change the wording of the Article relating to the 46 Hope Street legal expense. The Board directs H. Coffin to add an Article to the Special Town Warrant to transfer funds to Unpaid Bills to meet the obligation of the labor relations settlement. M. Mathieu leaves.

The Board continues their review of the Articles on the Draft Warrant for the Annual Town Meeting with the Finance Committee.

Discussion among the parties regarding the Article submitted by the Fire Department and the Finance Committee's recommendation with respect to that request. Discussion follows regarding the additional pay for the on-call firefighters and increasing their pay to \$50 per call.

***Motion made by B. Dicks and seconded by P. Savage to strike the Article submitted by the Fire Department. The vote was unanimous.***

The parties discuss the Article submitted by the Capital Planning Committee. The Board is unsure as to the status of a couple of the items and would rather wait to discuss the matter further with Capital Planning. Given the time restraints at this point the Board would rather wait and put the item on the Warrant in the fall.

***Motion made by B. Dicks and seconded by P. Savage to strike the Article submitted by Capital Planning. The vote is unanimous.***

Discussion among the parties regarding the current situation of the Veteran's Agent. The Board explains to the Finance Committee the outcome of a recent meeting with the Veteran's Agent, Lincoln Barber. D. McCutcheon explains the process of the veteran's aid reimbursement. All parties agreed that Mr. Barber, as appointed Veterans Agent, has the authority to expend the funds at his judgment for the best interests of the Town. The Finance Committee has no intention on increasing the line item.

The parties go on to discuss various budget items.

Discussion among the parties regarding an Article submitted by the Highway Surveyor to create a revolving fund for the parking ticket fees to fund the parking signage and line painting. Rather than do this, the Board would like to just increase the signage line item expense in the Highway Surveyor's budget. In addition, the Board further explains that John Dean needs more assistance in keeping up with the snow shoveling and snow blowing around Town buildings and the Board would like to support his request to increase the Highway Labor line item by \$8,000. The Finance Committee will support these requests and increase the Highway Surveyor's budget by \$10,000 total.



Discussion among the parties regarding the Article to create a revolving fund for the animal control officer. Further the Board would like to increase the animal control officer stipends by \$500 each. The Finance Committee will make those changes.

Discussion among the parties regarding the Article to transfer funds from the Assessors-Border Survey Account to the Capital-Assessors GIS Software Account. The Board and Finance Committee are in agreement of the Article providing Capital Planning has approved it. H. Coffin is to confirm Capital is aware of this.

Discussion among the parties regarding the request of the Board of Health to increase the hours of the Board of Health Secretary. The Board of Selectmen agreed to support the Board of Health's request. The Finance Committee will support the increase but makes the Board aware of the additional expenses of benefits as well as salary. The Board understands this and confirms the hours will be 25 hours for Board of Health and 4 hours for Assessors office work.

Discussion among the parties regarding the request of the Senior Center Director to increase her salary and hours. The Board of Selectmen does not support the request. The Finance Committee will only increase her salary the 3% cost of living.

Discussion among the parties regarding the request of the System Administrator to increase his expenses by \$800 for the purchase of a laptop computer in order to maintain the Town's website from an off-site location. The Board supports his request. The Finance Committee will increase the line item by \$800.

H. Coffin explains a recent request made by the Town Treasurer to increase her expense for title/tax taking expenses by \$3500 due to a number of properties that need to be taken care of at a cost of \$900 per parcel. The Board supports this request. The Finance Committee will increase that line item by \$3500.

H. Coffin explains the situation with the Executive Secretary position and though she is willing to continue in the position as agreed within the line item as it stands, there will be many things that will not get done due to the lack of hours. H. Coffin suggests that the Board discuss how much they would like to have completed and that the Board consider an increase in the number of hours of the position. Discussion follows regarding same.

***Motion made by T. Petrowicz and seconded by K. Gikas to increase the hours of the Executive Secretary position to 32 hours per week and fund the line item accordingly. The vote is unanimous.***

H. Coffin explains the current situation with the Custodial labor line item. Currently, taking care of the floors is not part of the custodian's contract and at the end of each fiscal year, providing there are available funds, the custodian is paid to take care of the floors in the Town Hall and Police Department as a "special project." Though this has worked in the past, H. Coffin would rather transfer funds from Town Hall Maintenance to fund this work on a regular basis. This would enable the custodian to maintain the floors

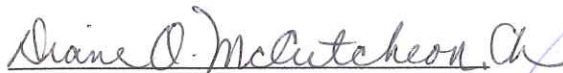
on a regular basis year round rather than wait until the end of each fiscal year. The Finance Committee will transfer \$2000 into the Custodian Labor Account.

The Board of Selectmen and Finance Committee are scheduled to meet again on Tuesday, May 2 at 6:30.

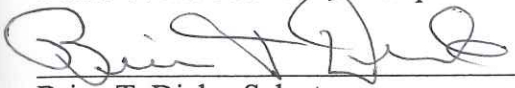
The Meeting adjourned at 10:00.

Respectfully submitted,

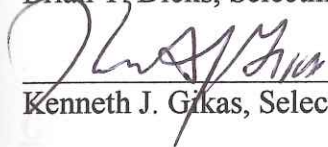
Helen M. Coffin



Diane O. McCutcheon, Chairperson

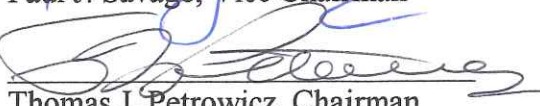


Brian T. Dicks, Selectman



Kenneth J. Gikas, Selectman

  
Paul J. Savage, Vice Chairman

  
Thomas J. Petrowicz, Chairman