

BOARD OF FINANCE
BUDGET WORKSHOP
FEBRUARY 13, 2018
GREEN ROOM
MINUTES

Present: J. Olsen, K. Carr, L. Santos, D. Onofrio (arrived at 6:30 PM)
D. Traynor (arrived at 6:42 PM)

Absent: O. Nejd, J. Scully Welch and M. Smith

Olsen called the budget workshop to order at 6:00 PM.

The following budgets were reviewed by the board.

Human Services – Elizabeth Carpenter

- \$1,500 was reduced from professional services.
- Program Cost – only \$120 has been spent as of December with a total budget of \$2,500.
- The Prevention Coordinator position is funded through a grant. Carr asked for the grant terms and expiration.
- Total budget request - \$276,709
- Total budget approved by the Board of Selectmen - \$274,022

Harbor Commission – Tim Wahl

- All line items were moved in the Public Works budget except for salaries.
- Discussed ideas on how to increase revenue. There hasn't been an increase in fees for the last 3 years due to the dredging.
- Total budget request - \$31,760
- Total budget approved by the Board of Selectmen - \$33,960

Water Pollution Board of Appeals – Matt Kennedy

- Professional Services – Engineering consultant support
- State Water Testing – State mandated to test landfill & lagoons. The lagoon closure is expected to happen within the year. Further testing will be necessary after the lagoon is closed.
- Surface Water Testing – party of the sewer avoidance plan
- Total budget request - \$84,841
- Total budget approved by the Board of Selectmen - \$83,941

Shellfish Commission – Al Walker

- Total budget request by the commission - \$6,920
- Total budget approved by the Board of Selectmen - \$2,770. A reduction was made to the recreational shellfish program due to state delays.

Park & Recreation – Robert Potter

- Part time salary line item increased because the part time custodian was moved back into their budget.
- Discussion on Activity Revolving Fund. Potter will provide a report on the account to the board.
- Total budget request by the department - \$232,948
- Total budget approved by the Board of Selectmen - \$230,948

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WSAM – Peter Neff & Todd Hajak

- The only thing left in the budget is salaries. There are 3 full time and 2 part time custodians for the town hall and the police department. The senior custodian's salary was moved into the supervisor position at Public Works. Neff is recommending increasing the full time custodians from 30/35 hours to 40 hours. This will have to be negotiated with the union. They are already working 40 hours with their overtime.
- The Repairs & Maintenance line item of \$6,841 was moved to Public Works under Town Hall Building Maintenance. This line item needs to be kept separate per the trust agreement.
- The General Supplies line item of \$12,004 was eliminated from the budget.
- Total budget request - \$167,116
- Total budget approved by the Board of Selectmen - \$162,116

Public Works – Peter Neff & Todd Hajak

- Several budget line items were restructured to reflect the revised mission of the department. This is the department's first year in managing all town buildings. Some line items reflect a major change due to the realignment of expenses.
- \$7,200 needs to be added to the budget for PT Salaries. It was eliminated in error.
- Town Hall Building & Facilities line increased from \$62,700 to \$152,900. \$6,800 was moved into this line item from WSAM Repairs & Maintenance and \$5,500 from service contracts. The Building Supplies line item from the Police Department was also moved into this budget.
- Total budget request - \$1,848,398
- Total budget approved by the Board of Selectmen - \$1,837,434

The budget workshop adjourned at 8:10 PM.

Respectfully submitted,

Mary Schettino
Administrative Assistant