

MINUTES  
BOARD OF FINANCE  
BUDGET WORKSHOP  
FEBRUARY 9, 2012

PRESENT: B. Sullivan, S. Lillquist, P. Ames, T. Hollinger, V. Nye, D. Traynor, W. Fritz, K. Kane

Also present: D. Mezzetti and T. Vicino

The meeting was called to order at 7:05 PM

**Technology:** budget presented by Chuck Venter

- Communication Services increased because of the cameras at the beach and town docks
- Repairs & Maintenance increased by \$400.00
- Network consultant is a stipend given to Ed Tonino at the Board of Education
- Computer consultant – budget remained the same as last year. This line item is for outside computer consultants.
- Website Management – Enterprise Computers is the webmaster for the new website. The cost to host the website is slightly higher for the first year. This line item should decrease next year.

**Building:** budget presented by Justin Rossetti

- Budget remains flat except for salaries which is contractual. Longevity was eliminated.

**Inland Wetlands/Planning & Zoning/Zoning Board of Appeals:** budget presented by Thomas Lane

- All three budgets remained the same as last year except salaries. All salaries are contractual.
- The Zoning Officer's longevity was eliminated.

**Tax Collector:** budget presented by Melanie Yanus

- Salaries – Assistant Tax Collector's salary is contractual. Longevity for the Tax Collector was eliminated and that amount was added to her base salary plus a 2 percent increase. Part-time salary remained the same.
- E-Billing line item was added to the budget this year. This will allow residents to view their bills online. They will also have the option to pay their tax bill online with a credit card through a third party.

**Assessor:** budget presented by Donna Sempey

- Salaries – both are contractual. Assessor's longevity was eliminated. There was a request to restore the part time employee to full time. The first selectmen recommended keeping that position at part time.
- Quality Data increased – this is a contractual commitment

**Town Clerk:** budget presented by Karen Marsden

- Salaries - The Assistant Town Clerk's salary is contractual. Part time salary remained the same. Longevity for the town clerk was eliminated and that amount was added to her base salary plus a 2 percent increase.
- The remainder of the budget remains flat

**Probate** – same as last year

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**Finance:** budget presented by Kevin Kane

- Salaries – All salaries are contractual except for the Finance Director. The Board of Selectmen increased his salary by 2 percent.
- Computer Maintenance – this is a contract for the Phoenix Software

**Selectman:** budget presented by W. Fritz

- Salaries - salary for the receptionist is contractual. The Board of Selectmen increased the First Selectman's salary by 2 percent.
- The remainder of the budget remains flat

**WSAM:** budget presented by W. Fritz

- Salaries – both full time salaries are contractual.
- Selectmen reduced cleaning supplies by \$2000

K. Kane reviewed the legal language of the Communication Project to determine if the town was able to use any excess funds to pre-pay annual/monthly maintenance agreement on this asset. The legal language is very general and therefore difficult to determine. Kane was told by bond counsel the town can not use the excess funds to pre-pay the annual/monthly maintenance agreement. The town can either reduce the debt services budget by an amount equal to or less than the surplus and pay that removed debt service from the operating budget or close excess funds from this project and transfer these funds to the \$9,380,000 projects that were approved in 2011. The board did not make any decisions at this time.

The meeting was adjourned at 8:04 PM.

Mary Schettino