

**BOARD OF SELECTMEN
BUDGET MEETING
February 20, 2019
Meeting Room A**

Present: Norman Needleman
Stacia Libby
Bruce Glowac

Audience Members
Kelly Sterner
James Francis
Maria Lucarelli

Norman Needleman called the meeting to order at 5:03 pm

Public Comment: None

BUDGET REVIEWS:

Major Budget Drivers:

First Selectman Norman Needleman and Finance Director Kelly Sterner reported that the Major Budget Drivers for fiscal year 2019 – 2020 are salaries, fringe benefits, health care costs, pension, outside service contracts, debt service, support to outside organizations, and the capital and sinking funds.

There was discussion that the principal for the debt service is increasing and the 2017 bond is impacting the budget this year.

There was discussion of changing the doors in the Town Hall stairways to half glass doors. There was further discussion of fixing the heating problems in the hallway offices on the 2nd and 3rd floors, which has been a problem for years.

There was discussion that the Town is actively working on complying with the new waste reduction mandate and the Town is working on a solid waste reduction plan. Norman reported the Town will be acquiring a textiles bin shortly. Essex' tipping fee for solid waste is \$83 ton and recyclables cost the Town nothing, and sometimes the Town gets a small stipend for recyclables.

The Selectmen went through the budget page by page with no change on many pages, except a small increase in salaries.

- 1 - Selectmen's Budget – no change
- 2 - Assessor – no change
- 3 - Central Services – smaller overall wage/payroll increase due to staff change.
- 4 - Elections – minor overall changes
- 5 - Probate Court – no change
- 6 - Tax Collector – no change
- 7 - Town Clerk – no change
- 8 - Finance – no change
- 9 - Zoning Enforcement Agent – no change
- 10 - Fringe Benefits – Town is currently exploring other health care plan options and possibly moving to a less expensive plan. To stay in current plan is a projected 15% rate increase. Final numbers are not available until May.
- 11 - General Insurance – no change other than a projected 2% increase.
- 12 - Legal Services – tax appeals increased due to expected legal claims related to recent property revaluation
- 13 - Public Restroom Facilities – no change.

- 14 - Technology – increase to reflect service to provide Wi-Fi to two Town parks. Increase licenses for Office 365 subscriptions. Increase for Firehouse/ESO software.
- 15 - Board of Assessment Appeals – no change
- 16 - Board of Finance – no change
- 17 - Conservation Commission – no change
- 18 - EDC – no change
- 19 - IWWC – increase for board clerk services
- 20 - Land Use - Administrative – increase for admin. job classification change
- 21 - Park and Recreation Department – no change
- 22 - Park and Recreation Commission – no change
- 23 - Planning Commission – no change
- 24 - Tree Committee – increase for additional tree plantings
- 25 - Zoning Board of Appeals – no change
- 26 - Zoning Commission – no change
- 27 - Ambulance / EMT Services – decrease due to worker's compensation insurance decreasing.
- 28 - Animal Control – no change
- 29 - Building Department – the increase is due to the increase in hours for the Building Official who will be full time for one more year.
- 30 - Emergency Management – no change
- 31 - Emergency 9-1-1 - no change. The Town did not get a formal budget request; the formula is typically based on the number of calls.
- 32 - Fire Department – increase of \$10,000 in the allocation this year to outfit new members and an increase in operating expenses.
- 33 - Fire Marshal – no change
- 34 - Harbor Patrol – no change
- 35 - Police Services – slight increase for cola and one officer moving to Corporal.
- 37 - Resident State Trooper - increase is based on an estimated 5% contract increase
- 38 - Water – no change
- 39 - Estuary Transit – no change
- 40 - Health Department – increase in hours for Environment Health Inspector
- 41 - Transfer Station & Recycling Center – increase in part time payroll for new DEEP mandate compliance
- 42 - Social Services – slight decrease
- 43 - Visiting Nurses – no change
- 44 - Water Pollution Control – no change
- 45 - Public Works & Highway Department (Town Garage combined) – a decrease in budget time for pw consultant down to one day per week.
- 46 - Interest – no change
- 47 - Principal – no change
- 48 - Libraries – no change
- 47 - Capital and Sinking Funds – changes made by Board of Selectmen were:
 - Police Vehicle –\$15,000
 - Fire Department –\$180,000
 - Harbor Commission –\$7,500
 - Park and Recreation - \$25,000
 - Local Bridge Replacement - \$15,000

Public Comments None

ADJOURNMENT at 7:00 pm

Respectfully submitted, Maria Lucarelli