



SELECTBOARD MEETING OF NOVEMBER 30, 2015

Members Present: Brian Kellogg, Steve Rae & Joni Lanphear.

Department Heads: Dan Lindley, Town Administrator; Richard Keith, Chief of Police; Charlie McArthur, Listing Coordinator; Mary Ann Wilson, Town Clerk/Treasurer; Carol Bradley, Finance Director; Denny Digregorio, Fire Chief; Nathan Pickard, Chief of EMS; Todd Thomas, Zoning Administrator/Planner; Tricia Follert, Community Development Coordinator.

Guests: Tina Sweet, Mike Day, Eric Dodge, Caleb Magoon, Gloria Wing, Joie Marshall, Lee Sturtevant, Yvette Mason, Sue Sargent, Meredith McGee, Gizelle Guyette, Ann Louise Santos, Kim Whitcomb, Bonnie Losty, Ruth Brown.

Brian Kellogg called the Selectboard meeting to order at 6:00PM

I. AGENDA CHANGES OR ADDITIONS

1. None

II. OLD BUSINESS

1. **Appoint Selectboard Member to Vacant Seat-** The Selectboard had previously decided to wait until Town Meeting and have the public elect a new Selectboard Member to replace the vacant seat left by Mickey Smith. Since this decision, there has been some public concern about waiting to elect for the vacant seat. Some of the public felt that the seat should be appointed by the Selectboard now and have the regular election at Town Meeting. In light of these concerns, the Selectboard has decided to appoint a Selectboard Member to fill the vacancy. Brian said that both candidates would be excellent choices.

Motion made by Steve Rae, seconded by Joni Lanphear to appoint Eric Dodge to fill the vacant seat on the Selectboard. Motion approved. (3/0)

III. NEW BUSINESS

1. Budget Review:

Library – Sue Sargent explained that they are asking the Town for \$5,390.00 or a 3.4% increase over last year's appropriation. The increase is mostly in wages. Due to the increase in patrons and programs offered, the Library has hired a part time 10 hour a week person to help out at the circulation desk. Brian asked about the propane line item. It went down, but the Town's utilities went down considerably more. The Library and the Town have the same contract for propane. Sue said they would look into this more.

Pleasant View Cemetery – Joie Marshall explained that the Cemetery Association has asked for a \$20,000.00 appropriation this year. She expressed her concern that they needed the extra money to have big trees taken down as they are dead. This is expensive. Last year they asked for \$20,000.00 but in the budget process this was reduced to \$15,000.00 because the Cemetery had money in their endowment. This year, during the current budget process, the appropriation was again reduced to \$15,000.00. The Cemetery Association expressed their concern and asked the Selectboard to reconsider this decision. Their endowment is at \$353,000 now, but they have to keep \$300,000 that can not be spent. The budget has already got \$14,000.00 being taken from the endowment and they don't want to increase that amount to \$19,000.00.

MACC – Caleb Magoon discussed the various fund raisers and events that MACC has done in the last year. They have sponsored Rocktoberfest and the Festival of Lights among other events. They are asking for the same amount as last year from the Town. Caleb explained that they have hired someone part time. They are trying to do a lot of promotion through social media.

General Government – The general government budget was discussed. The amount of revenue generated from recording, preservation surcharge and digitization fees were discussed. In the past we have put \$2.00 per page in a reserve account for records preservation and \$2.00 a page in a reserve account for digitization. According to statute, we can only **reserve** \$0.50 to \$1.00 a page for preservation. Dan explained that he felt that it was important to keep a reserve account. He is aware of some improvements to the vault that Mary Ann wants to do. These improvements – approximately \$37,000.00 would come out of this reserve fund. Mary Ann explained that she will need to pay recording/digitization fees of \$15,000.00 for this year and \$15,000.00 for next year that have not been billed yet. The estimated revenue this fund makes is approximately \$20,000.00 yearly. This would reduce the fund down to about \$107,000.00 after the vault improvements and recording/digitization fees at end of FY 17. Dan felt that these expenses needed to be part of the budget but the Selectboard needs to review how much money is put into the reserve account on an annual basis. There are still some other records that need to be digitized. Mary Ann did not want to see this fund depleted.

Dan explained that the much lower budget for heating fuel would be due to the new HVAC system. Brian asked if we could get a more accurate figure for propane for the Library expense. Tina said she would get this information.

Tricia talked about the many functions that she does. She did not feel that cutting her budget for the Summer Music Series and Rocktoberfest was a good idea. She doesn't know if some of the sponsors would sponsor as much next year. Dan discussed moving the 4th of July budget (not the fireworks line as that is a contract) to the Community Development Coordinator budget as she is going to be doing the music for the 4th of July. Instead of having separate budget line items for the events, it was decided to have one budget line for "Events". Tricia could use this money among her events as she saw fit. Everyone thought this was a good idea.

Motion made by Joni Lanphear, seconded by Steve Rae to adjourn at 7:10PM. Motion carried. (3/0)

Respectfully submitted and filed this 1st day of December 2015
Tina Sweet, Scribe

Please note all minutes are in draft form and are subject to approval at the next Selectboard meeting.