

Minutes of meeting for the joint meeting between the Board of Selectmen and the Finance Committee March 14, 2018

Selectboard members present: John Skrip, Mark Newman, Fred Ventresco, Dolores Harasyko, Admin. Asst.

Finance Committee members present: Joe Gelinas, Kathy Jacobs, Bogart Muller

Called to order at 4:10 p.m.

Meeting is being recorded

Emergency Management: John Burrows in as the Emergency Management Director. The budget submission is \$2,800. Discussed the need for new radios, John suggested having them repaired before purchasing new ones. Discussed the repairs for the Army surplus vehicle, John explained that this vehicle replaces the Kaiser Jeep.

Selectmen's vote: Motion by John, second by Mark to accept the Emergency Management budget as submitted at \$2,800 All in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Emergency Management budget as submitted at \$2,800, all in favor 3-0

Southern Berkshire Regional Emergency Planning Committee (SBREPC): John Burrows in to represent this budget. The budget was submitted at \$500.

Selectmen's vote: Motion by John, second by Mark to accept the SBREPC budget as submitted at \$500, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Bogart to accept the SBREPC budget as submitted at \$500, all in favor 3-0

Cemetery Committee: Kathy Burrows in representing the committee. The budget submission is \$5,000. Discussed meetings, mileage, dues and memberships. Discussed logging revenue from logging the Sandisfield Center Cemetery. We will discuss creating a Cemetery Stabilization Account with a portion of the logging

proceeds. The total logging proceeds are \$28,911, a third will be \$9,871. Kathy explained that they don't use their budget in the winter months as access to the cemeteries is limited. They do most of their work from May to November. Bogart explained that he does the mowing at all the cemeteries, Kathy responded that they do the work not covered by his contract.

Selectmen's vote: Motion by John, second by Mark to accept the Cemetery Committee budget of \$5,000 as submitted, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Cemetery Committee budget of \$5,000 as submitted, all in favor 2-1

Yanner Park Expense: The Selectmen did not have a budget prepared for this. Discussion followed regarding the legal usage of Yanner Park. All agreed \$2,500 would be a good place to start. Some of this will be used to determine the use of the park.

Selectmen's vote: Motion by John, second by Mark to accept the Yanner Park Expense budget of \$2,500, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Yanner Park Expense budget of \$2,500, all in favor 3-0

Federal Census Salaries: Town Clerk Dolores Harasyko in to represent this budget of \$2,500. The Federal Government mandates that we participate in the federal census process. She is basing the budget on the last federal census.

Selectmen's vote: Motion by Mark, second by John to accept the Federal Census Salary budget of \$2,500, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Federal Census Salary budget of \$2,500, all in favor 3-0

Town Clerk: Dolores Harasyko in to represent the Town Clerk's budget of \$35,759. She explained that her budget is based on the amount of election's and primaries. Also included are state mandates of dog licensing and annual street census.

Selectmen's vote: Motion by John, second by Mark to accept the Town Clerk's budget of \$35,759 as submitted, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Bogart to accept the Town Clerk's budget of \$35,759 as submitted, all in favor 3-0

Board of Health: Roger Kohler in to represent the Board of Health. Their budget submission is \$1,500 for salaries and \$1,500 for expenses. The salary is for secretarial costs which work out to be \$12.32 per hour, with a 2% increase it will be \$12.52. Discussed discontinuing the post office box. Dawn will revise the spread sheet for them. The budget will be amended to \$1,000 for salaries and \$1,000 for expenses.

Selectmen's vote: Motion by John, second by Mark to accept the amended budget for the Board of Health of \$2,000, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Bogart to accept the amended budget for the Board of Health of \$2,000, all in favor 3-0

Inspector of Animals: Kim Spring not present to represent the \$500 budget. Dolores explained that this is an annual salary. She does a Barn Book in which she keeps track of all livestock. She deals with rabies outbreaks. Finance would like to know how many hours a year go into this job. All agreed to leave it at \$500 but ask for more definition.

Selectmen's vote: Motion by John, second by Mark to accept the Inspector of Animals budget as submitted at \$500, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Inspector of Animals budget as submitted at \$500, all in favor 3-0

Animal Control Officer: Kim Spring not present to represent the \$3,300 budget. Dolores explained some of the duties. She is very involved in the dog licensing process. All agreed to keep the salary amount at \$1,800 but reduce the expenses to \$1,000.

Selectmen's vote: Motion by John, second by Mark to accept the amended budget for the Animal Control Officer of \$2,800, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the amended budget for the Animal Control Officer of \$2,800, all in favor 3-0

Berkshire Regional Planning Commission: Budget submission is \$711.26. Dolores explained that they assist the Planning Board often, and will help apply for grants.

Selectmen's vote: Motion by John, second by Mark to accept the Berkshire Regional Planning Commission budget as submitted at \$711.26, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Berkshire Regional Planning Commission budget as submitted at \$711.26, all in favor 3-0

Legal Services: Selectmen's budget of \$10,000. Discussed the confusion in the past two years with the account. Kinder Morgan and Broadband legal fees were comingled with the selectmen's \$10,000 budget. Discussed the need to increase the budget to \$12,500.

Selectmen's vote: Motion by John, second by Mark to accept the amended Legal Services budget of \$12,500, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Bogart to accept the amended Legal Services budget of \$12,500, all in favor 3-0

Select Board Budget: Original budget submission is \$61,204.56. This budget was formerly known as General Government. We have combined the General Government and the Administrative Assistant to the Board of Selectmen. All agreed to reduce the cost of advertising to \$1,500 and the cost of supplies to \$1,500. The amended total budget will be \$60,204.56.

Selectmen's vote: Motion by John, second by Mark to accept the amended Select Board Budget of \$60,204.56, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Bogart to accept the amended Select Board Budget of \$60,204.56, all in favor 3-0

Brien Mental Health budget of \$450.

Community Health Program budget of \$1,000

Porchlight VNA budget of \$3,180

Selectmen's vote: Motion by John, second by Mark to accept all three budgets as submitted, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Bogart to accept all three budgets as submitted, all in favor 3-0

Solid Waste: Budget submission is \$60,000. Dolores explained that this covers the contract for the operation of the transfer station. We have a three year contract which is up in 2019. Reviewed the recycling collections paid for from the Revolving Dump Sticker account.

Selectmen's vote: Motion by John, second by Mark to accept the Solid Waste budget as submitted at \$60,000, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Solid Waste budget as submitted at \$60,000, all in favor 3-0

Moderator: Simon Winchester not present. All agreed to keep the salary at \$150 but reduce the expense to \$1.00.

Selectmen's vote: Motion by John, second by Mark to accept the amended Moderator budget of \$151.00, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the amended Moderator budget of \$151.00, all in favor 3-0

Custodian of Town Buildings: Budget submitted is for \$12,367 which included a 2% increase in salary.

Selectmen's vote: Motion by John, second by Mark to accept the Custodian of Town Buildings budget of \$12,367, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Custodian of Town Buildings budget of \$12,367, all in favor 3-0

Repairs of Town Buildings: Budget submission is \$7,000. Dolores explained that this account was created to do building repairs outside of the Operation and

Maintenance budget. Discussed replacing doors at the Old Town Hall and the Town hall Annex and to replace the floor of the senior center.

Selectmen's vote: Motion by John, second by Mark to accept the Repairs of Town Buildings of \$7,000, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Repairs of Town Buildings of \$7,000, all in favor 3-0

Street Lights: Budget submission is for \$3,785. Dolores explained that this covers the 23 street lights in town.

Selectmen's vote: Motion by John, second by Mark to accept the Street Lights budget of \$3,785, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Bogart to accept the Street Lights budget of \$3,785, all in favor 3-0

Operation and Maintenance of Town Properties: Budget submission is for \$56,750. Fred explained the process he went through to break down the budget to show expenses for phones, heat, electricity and supplies. All agreed to transfer the Repair of Town Buildings account to this account and increase the general building maintenance to \$14,000 in lieu of \$7,000. All agreed to amend the name of this budget to Operation and Maintenance and Repair of Town Buildings and Properties. Total budget is amended to \$63,750.

Selectmen's vote: Motion by John, second by Mark to accept the amended Operation and Maintenance budget of \$63,750, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the amended Operation and Maintenance budget of \$63,750, all in favor 3-0

Vehicle Fuel Account: Formerly the Town Gas Account. Budget submission is \$40,700. Fred reviewed that he broke out the diesel and gas charges. Also noted the increase in the gas usage. Discussed the need for a working fuel reading system.

Selectmen's vote: Motion by John, second by Mark to accept the Vehicle Fuel Account of \$40,700, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Vehicle Fuel Account of \$40,700, all in favor 3-0

Town Administrator Account: Fred reviewed his budget. Salary is \$75,912 and expenses are \$2,815 for a total of \$78,727.

Selectmen's vote: Motion by John, second by Mark to accept the Town Administrator budget of \$78,727, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the Town Administrator budget of \$78,727, all in favor 3-0

Highways and Bridges: This budget was previously voted on. It is now being amended to show the benefits for the 4th employee to be hired and to amend the part time help to 19 hours per week. The new salary amount is \$298,926.64 and the amended total budget is \$357,346.64.

Selectmen's vote: Motion by John, second by Mark to accept the amended Highways and Bridges budget total of \$357,346.64, all in favor 2-0

Finance Committee vote: Motion by Joe, second by Kathy to accept the amended Highways and Bridges budget total of \$357,346.64, all in favor 3-0

Meeting adjourned at 7:40 p.m.

John Skrip

Joe Gelinas

Mark Newman

Kathy Jacobs

Bogart Muller