

Town of Sandisfield

Select Board
March 28, 2022

Minutes for Select Board Work Session with the Finance Committee held on Monday, March 28, 2022 at 5:00p.m. at the Town Hall Annex, 66 Sandisfield Road, Sandisfield, MA

Members present: George Riley, Alex Bowman, Steve Seddon, Jonathan Sylbert, Roger Brown, Larry Dwyer, Brad Curry

1. Discuss FY23 budget planning

The Highway Snow/Ice Salary budget line cannot be cut. This is the money used to pay overtime from November to April 15. Brad Curry reports in FY22 there was 363.5 hours of overtime as of today. In FY21 there was a total of 386 hours of overtime, and FY20 totalled 395.5 hours. Approximately \$35,000 was budgeted for this line, but only a total of \$13,628.66 has been spent as of March 25, 2022 for FY22. This is close to the actual spending for last fiscal year as well. This line has traditionally been level-funded, for there is no predicting how harsh of a winter Sandisfield will have. Jonathan Sylbert recommends Brad acquire the last three years of the Snow/Ice account from DOR to find out what the town is required to budget, and level fund the account for now, keeping in mind there may be an opportunity to decrease.

Jonathan notes that Highway Fire Insurance should not be a budget item. Roger Brown clarifies that this line item was originally set up as a project, which has since rolled. This can either be encumbered or will go to free cash. It's questioned whether this money can go towards free cash since it was supposed to be used to replace items lost in the 2017 DPW fire. Jonathan explains this money can be encumbered if there are still items that it can be spent on. This money will not be certified until the following fiscal year.

The mowing contract is currently owned by McQuin Landscaping, but the bid needs to be renewed this year. Mowing is done at all the cemeteries, as well as Yanner Park, Library, Town Hall, Old Town Hall, and Fire Houses. This budget line currently falls under Cemetery, but Jonathan would like to move it to Highway. A request for bids has been posted online. Jonathan suggests estimating this budget line at \$17,000.

Steve Seddon reports there is a \$3,500 fee for GPS in all the DPW trucks. This expense will be included in Highways/Bridges Maintenance.

Steve spoke with Smitty Pignatteli about a Bridge Grant to pave the remaining three miles of Route 57; this would not be a MassWorks grant. Jonathan recommends leaving \$10,000 in the budget for grants, and make the remaining \$84,765 a special article.

Since a special article for the DPW truck was not done last year, it appears as though it was included in the operating budget for Highways. Jonathan notes the importance of

informing residents that the total operating budget has only gone up 2% compared to the 8% that the budget may imply. It's suggested to host a meeting for town residents to go over the budget, and this item would be addressed thoroughly.

It's noted that the Emergency Management budget line should not be a revolving account.

A discussion about Operations, Maintenance, & Repair ensues. A line item dedicated to utilities is suggested. Currently, all bills for electricity, phone, etc come out of this budget. However, this line should be used only for maintenance items like plumbing or other service work.

It's noted that the warrant with the budget can be sent to Town Counsel for review before the numbers are finalized. Town Counsel only looks for legalities with the wording of the items, not the actual numbers.

Meeting adjourned at 6:51pm.

George Riley

Alex Bowman

Steve Seddon