

SELECTMEN'S MINUTES
November 29, 2007 Budget Workshop

MEMBERS PRESENT: Chairman Alan Carpenter, Dennis Senibaldi, Bruce Breton, Roger Hohenberger and Margaret Crisler were present. David Sullivan, Town Administrator and Dana Call, Asst Town Admin-Finance and several Department Heads were also in attendance. Meeting commenced at approximately 8:00 pm.

BUDGET WORKSHOP: Prior to beginning specific budget discussions, Mr. Breton made a suggestion to put the funding for all non-union cost of living increases into a separate warrant article on the ballot. After some discussion, there was no decision on the matter.

The Board met with Margaret Case of the Cable Committee to discuss the Cable budget. Mrs. Case requested the Board make several minor revisions to the Cable budget. In addition, she requested the Board increase the Equipment line by \$2,000, back to the level it was in 2006 and prior years. After a lengthy discussion in regards to the fact that the Cable budget is 100% funded through cable franchise fees, the Board agreed to increase this line item by \$1,500 to \$10,500.

The Board discussed the Tax Collector budget and made no revisions. The Board then met with Robert Skinner and Candi Johnson, Supervisors of the Checklist, to discuss the Elections budget and made no revisions. The Board then met with Allan Barlow, Maintenance Supervisor, to discuss the General Government budget. A lengthy discussion ensued regarding a proposal to reorganize the department to eliminate two part-time positions and hire a full-time employee with specific skills geared more towards maintenance versus custodial. Consensus was to leave the staffing as it is currently and consider a change through future attrition. No other changes were made to the proposed budget.

The Board discussed the Town Officer Salaries budget and Mr. Breton motioned to reduce the Board of Selectmen salaries to zero, and Mr. Hohenberger seconded. After some discussion, the motion failed 2-3, with Mr. Carpenter, Mr. Senibaldi and Mrs. Crisler opposed. The Board then discussed the Administration budget with Mr. Sullivan. Mr. Breton motioned to remove funding for a new non-union incentive plan but there was no second. Mr. Hohenberger motioned to reduce funding for the plan from the proposed \$13,600 to \$9,000 and Mr. Senibaldi seconded. After further discussion, the motion passed 3-1-1 with Mrs. Crisler opposed and Mr. Breton abstaining. The Board noted this would be an item that would likely be reconsidered later in the budget process. The Board then discussed a new line item recommended by the Town's Joint Loss Management Committee, providing \$8,500 funding for 5 AED units to be placed in various town buildings. Mr. Senibaldi motioned to reduce funding to only purchase 3 AED's and Mr. Hohenberger seconded. Motion failed 2-3, with Mr. Breton, Mr. Carpenter and Mrs. Crisler opposed. Funding remains in the budget for 5

AED units. A discussion ensued regarding the budget for heat in several departments, and Mr. Senibaldi requested that staff provide additional information as to how the budget was developed.

The Board then discussed with Mr. Sullivan several other budgets including: Insurance, Retirement, Debt Service, Street Lights, Earned Time and Property Trust accounts, Senior Center, General Assistance, Legal and Health & Human Services. A discussion ensued regarding the line item for CART and the Board requested more information from both the Administrative staff (regarding town van usage and “fill-in” driving by Maintenance Department personnel) and from the Town’s CART representatives (regarding Windham residents’ usage of CART). This will be further discussed later in the budget process. Also in regards to the Health budget, the Board requested that Mr. Sullivan follow up with Al Turner, Health Officer, in regards to a previous request for cost information regarding water testing of various ponds in the Town.

Meeting adjourned at 10:20 pm.

Respectfully submitted,

Dana Call
Asst Town Administrator-Finance

NOTE: These minutes are prepared in draft form and have not been submitted to the Board for approval.