

**SELECTMEN'S MINUTES**  
**January 9, 2012 Budget Public Hearing**

**MEMBERS PRESENT:** Chairman Ross McLeod, Bruce Breton, Phil LoChiatto and Kathleen DiFruscia were present. Roger Hohenberger was excused. David Sullivan, Town Administrator and Dana Call, Asst Town Administrator were also in attendance. Mr. McLeod opened the meeting at approximately 7:00 pm with the Pledge of Allegiance, and expressed his condolences to Mr. Hohenberger regarding the passing of his father.

**ANNOUNCEMENTS:** Mr. McLeod noted follow-up items from the December 29 meeting. He requested Mr. Sullivan schedule, for the next available Selectmen's meeting, likely January 23<sup>rd</sup>, an agenda item to discuss the recent letter received from Tom Murray, Zoning Board Chair. In addition, regarding the previous request by Ruth-Ellen Post, Planning Board Chair, for a meeting with the Selectmen, Mr. Sullivan explained that he had communicated with Ms. Post regarding tonight's budget hearing, and although she is unable to attend, it was his understanding that she was satisfied with the response provided to her inquiry. Mr. McLeod reiterated that he would like Mr. Sullivan to extend an invitation to Ms. Post to meet with the Board at their next regular meeting, but that if she feels her inquiry has been satisfied, there would be no need to meet. Mr. McLeod also noted that the disciplinary hearing for Elizabeth Wood that was scheduled for tonight will be postponed to the Board's next regular meeting in which a full, five member Board is present.

Mr. LoChiatto noted that Walter Kolodziej was in the audience and wished to speak to the Board. Mr. McLeod stated that Mr. Kolodziej could be heard once the budget public hearing was completed.

**BUDGET OVERVIEW PRESENTATION:** Mr. Sullivan gave an overview presentation of the 2012 proposed operating budget. Mr. Sullivan noted that the departments, in conjunction with the Board of Selectmen, are presenting a budget with an overall increase of \$249,195, or a 2.01% budget increase. Mr. Sullivan explained that subsequent to posting for this public hearing, a petitioned warrant article was received for \$250,000 to construct the Spruce Pond recreational field, but that amount is not reflected in this presentation and will be discussed later in the evening.

Mr. Sullivan presented the budget overview charts and provided explanation for the increases and/or decreases in the departmental budgets, including any changes in salaries and benefits (including retirement and insurance costs), as well as general operating and capital outlay increases and/or decreases. Discussion turned to the health insurance line item and Mr. Sullivan explained the funding between the Town operating budget and the Health Expendable trust and the savings in the budget resulting from non-union employees changing to lower cost health plans, noting that not all of the potential savings can be reflected at this point due to several unions that remain without a contract. Mr.

Sullivan noted that the deadline for Town Meeting warrant articles is tomorrow, January 10<sup>th</sup>, so unless the Factfinder Report for the Police Union contract is received by then, there will be no contract on this year's warrant. In addition, the Fire Union has not come to agreement with the Town, therefore, this contract will not appear on the warrant either. The Municipal Union negotiating team has reached a tentative agreement, which is reflected in a proposed warrant article that will be discussed later in the evening.

**BUDGET PUBLIC HEARING:** Mr. McLeod opened the public hearing on the 2012 Town Budget and Warrant, and read the notice into the record.

The proposed budget figures are as follows:

General Government	\$ 2,191,275.00
Public Safety	6,211,715.00
Highways, Streets and Bridges	1,148,420.00
Sanitation	920,255.00
Health and Human Services	56,720.00
Welfare	57,040.00
Culture and Recreation	1,249,105.00
Debt Service	213,890.07
Capital Outlay	330,000.00
Total Proposed Budget	<u>\$12,378,420.07</u>

The Selectmen will also address all Petition (received as of January 9) and Special Warrant Articles including:

1. \$105,870 for HVAC system replacements or improvements at the Administrative Offices (Bartley House), Community Development Department and the Town Hall.
2. \$165,000 for purchase of a 5-ton dump truck (offset by State of NH Salt Reduction grant funds of \$132,000 with remainder of \$33,000 funded from the operating budget)
3. \$90,000 for purchase of a Loader for the Highway Department which includes authorization to use current loader as trade in towards additional funds to go towards overall cost of purchase.
4. \$214,000 for purchase of new SCBA Gear for the Fire Department (offset by US Homeland Security grant funds of \$203,300 with remainder of \$10,700 funded from the operating budget)
5. \$30,000 for Property Maintenance Trust
6. \$20,000 for Searles School Marketing and Maintenance – funding to come from Revenue Fund
7. \$0 - \$12,112 for paying bond for Searles Building Improvements – funding to come from Revenue Fund – actually shown in operating budget
8. Union warrant articles for new contracts for Police, Fire and Municipal Unions if contracts are in place prior to January 10

If all special articles are approved (total \$624,870) the gross appropriation will decrease by (\$29,028.93) or (0.22%) under 2011. Total gross budget for 2012 would then be \$13,003,290.07 (before use of other revenue sources).

The 2012 net budget, on which the tax rate is set, would be \$12,635,878.07, after taking into account the use of \$32,112 from the Searles Revenue fund, \$132,000 in highway grant, and \$203,300 in Fire grant (grand total of \$367,412 in revenue). The 2012 net budget would represent an increase over 2011 of \$249,195 or 2.01%.

Mr. Sullivan reminded the group that the budget as presented reflects one petitioned warrant article which has been received to date, but that the deadline for submitting petitioned articles is tomorrow, January 10, 2012. If a petitioned appropriation article is received and/or the Board does not address all warrant articles on the agenda for this meeting, the hearing will be continued to January 16, 2012. The Board then turned discussion to the draft warrant articles. Mr. Sullivan also noted that the article numbers have changed from an earlier draft, due to the fact that a separate article regarding adopting the State building code was inserted at the beginning of the warrant.

**Article 5 – \$30,000 to be added to the Property Maintenance Expendable Trust Fund** - Mrs. DiFruscia briefly explained the article as well as planned uses for the funds, noting that it is for the same amount that has been requested over the last several years. Mr. LoChiato motioned to recommend the article and move forward to the warrant. Mrs. DiFruscia seconded and motion passed 4-0.

**Article 6 – \$20,000 for Marketing and Maintenance costs associated with Searles Building (funding to come from revenue fund)** – Mr. McLeod indicated that the amount is the same as was requested last year, with the funding still coming from the rental income, therefore there is no tax impact from this article. Mr. Breton motioned to recommend the article and move forward to the warrant. Mr. LoChiato seconded and motion passed 4-0.

**Article 7 – \$12,112 for Bond payment on Searles Building renovations (funding to come from revenue fund)** - Mr. McLeod indicated that this amount also comes from the rental income, therefore there is no tax impact from this article. Mrs. DiFruscia motioned to recommend the article and move forward to the warrant. Mr. Breton seconded and motion passed 4-0.

**Article 8 - \$3,780 for the 2012 cost of a Municipal Union contract reached through a collective bargaining agreement entered into by the Selectmen and AFSCME for the 2011-2014 period; additional cost for 2013 to be \$23,570 and \$8,000 for 2014** – Mr. McLeod explained the article. Mr. Breton noted that he will not vote for this article due to the cost of living salary increase that is contained in 2013. Mrs. DiFruscia explained that the negotiating team had worked hard to

come to an agreement, much of which benefits the Town in the long term (such as the hard cap on earned time balances and increases in health insurance employee co-pays). Mr. LoChiatto agreed that some of the provisions of the tentative agreement are beneficial to the Town, however, he is not in favor of the COLA salary increases, therefore, he is not sure which way he will vote.

Mr. Sullivan asked the Board if he could present the details of the health savings that will be realized if the contract is approved. Mr. Sullivan noted that the excess funds generated from the ability to begin collecting increased health insurance co-pays from these employees, significantly exceeds the payout required for the salary increases. Mr. Sullivan explained that the health expendable trust has been absorbing the increases from the past several years and the Town has been “losing out” on these additional cost-share amounts. Mr. Breton asked why more is not being taken out of the Town’s health insurance budget at this point and Mr. Sullivan noted that, once the tentative agreement is agreed to by the Board, he will be able to calculate the additional health insurance savings. At this point it can be estimated at approximately \$38,000, however, this number will need to be determined at a later date once Municipal Union employees select new health plans. Mr. Sullivan cautioned that the Town will still be relying on funds in the trust account to make up the shortfall in cost share that the Police and Fire unions are not paying based on their collective bargaining agreements.

Mr. LoChiatto indicated that while he does not agree with the COLA component, he understands that the benefits of receiving the additional health cost share outweighs this and will agree to move the contract forward to Town Meeting. He asked that Mr. Sullivan ensure that the appropriate amount of funds be removed from the operating budget at the deliberative session, representing the change to 25% of the 2012 health premiums. Mrs. DiFruscia motioned to recommend the article and move forward to the warrant. Mr. McLeod seconded and motion passed 3-1 with Mr. Breton opposed.

**Article 10 – \$214,000 for the purchase of SCBA Fire gear, with offsetting grant funds; net \$10,700 from taxation** - Mr. McLeod explained the article. Mr. Breton motioned to recommend the article and move forward to the warrant. Mrs. DiFruscia seconded and motion passed 4-0.

**Article 9 – authorization for special meeting to address Union contract** - Mr. Breton explained the article, noting the article should be amended to reference to Article “8”. Mr. Breton motioned to recommend the article as amended and move forward to the warrant. Mr. LoChiatto seconded and motion passed 4-0.

**Article 11 - \$105,870 for HVAC system improvements in town buildings** – Mr. LoChiatto read the article and noted that it is part of the CIP program and that it does not include funding for weatherization improvements previously discussed by the Board. Mr. Sullivan noted

that based upon the Board's previous discussions of this article and further review of the audit recommendations with Al Barlow, Maintenance Supervisor, and representatives of the Local Energy Committee, he would recommend reducing the article by \$50,000. Of the \$105,870 approximately \$56,000 is attributed to replacement of all the duct work at Town Hall. After further review, it was noted that this item was included by the auditor as a recommendation based on discussion with the committee, however, it does not appear that consideration was given to temporarily relocating employees from the Town Hall or that the payback for this investment is approximately 80 years. It is Mr. Sullivan's recommendation that instead of the \$56,000, put \$6,000 aside for zoning adjustments and defusers needed to better channel the air in the Town Hall restrooms, which has created much of the heating issues in the building. Mr. Breton noted that removing the \$50,000 as proposed by Mr. Sullivan, as well as removing the \$13,000 that was included in the budget for the furnace replacement at the Community Development Department (which should not be done this year because of the recent replacement of the heat exchanger for this building), would bring the funding below the \$50,000 CIP minimum.

A lengthy discussion ensued outlining several options ranging from either striking the article in its entirety or funding only portions of the proposal. Mrs. DiFruscia noted that she found it to be very cold in Town Hall and noted that there should be enough funding provided somewhere in the budget to address this issue as well as other unforeseen issues with our buildings. Mr. Breton noted that the heat issues in Town Hall will be significantly helped by the weatherization improvements, as the furnace will not need to work as hard, and funding for these is intended to come from the Property Maintenance trust fund. Mr. LoChiatto commented that he has been maintaining all along that the energy audit report needs to be scrutinized in more detail and that with all the different options being discussed, it further proves that this is not the right timing for this article. He noted he could support the \$6,000 needed to correct the zoning and other defuser issues with the existing Town Hall unit. In addition, Mr. Sullivan noted that from the original proposal, another \$6,000 will be needed for the HVAC system in the Bartley House, which was installed in the 1980's and is due for replacement. He also noted that the existing Property Maintenance trust allocation has been committed to other projects, so there are minimal funds for emergency repairs next year. After additional discussion, Mr. Sullivan asked the Board to consider including in the Town operating budget (building maintenance) an additional \$12,000 for the Town Hall and Bartley House improvements needed for 2012, and strike the CIP article altogether, until further assessments can be made based on the energy audit. Mr. LoChiatto agreed and made the motion as stated by Mr. Sullivan. Mr. Breton seconded and the motion passed 3-1 with Mr. McLeod opposed.

**Article 12 - \$165,000 for the purchase of a Highway truck with offsetting grant funds; net \$33,000 from taxation** – Mr. Breton presented the article, noting the article is part of the Capital Improvement

Program and reflects funding by the State of 80% of the cost of the truck. Mr. Breton motioned to recommend the article and move forward to the warrant. Mrs. DiFruscia seconded and motion passed 4-0.

**Article 13 - \$90,000 (net of trade-in) for the purchase of a Highway Loader** – Mrs. DiFruscia presented the article, noting the article is part of the Capital Improvement Program and reflects a trade-in value of the existing loader of up to \$35,000. Mr. Sullivan pointed out the wording of the article should be amended to reflect a gross appropriation of \$125,000 (revised from \$120,000 as noted in the draft warrant), but the net appropriation is correct. Mrs. DiFruscia motioned to recommend the article as amended and move forward to the warrant. Mr. Breton seconded and motion passed 4-0.

**Article 14 – Conservation Commission \$2,350** – Mrs. DiFruscia noted the article is level funded with the previous year and inquired about how much is spent each year. Ms. Call noted that typically approximately \$500 is expended and the remainder is transferred to the Conservation Land Fund each year. Mrs. DiFruscia motioned to recommend the article and move forward to the warrant. Mr. Breton seconded and motion passed 4-0.

**Article 15 – Authorize land swap with State of NH** – Mr. LoChiatto presented the article and Mr. Sullivan further explained that the parcel has already been taken by the State for Rte 93 wetlands mitigation, so if the article is not approved, the State will remit the \$7,500 they have offered to the Town as part of the eminent domain taking. If the article is approved, instead of receiving the funds, the Town will receive a beneficial parcel of land in front of the new Highway Garage, which is already being utilized by the Town through a temporary agreement with the State. Mr. LoChiatto motioned to recommend the article and move forward to the warrant. Mrs. DiFruscia seconded and motion passed 4-0.

**Article 16 – Authorize discontinuance of sections of Lamson Road that have been bypassed through the State of NH 111 By-pass project** – Mr. McLeod presented the article noting minor typographical errors to be corrected (reference to Section 43 should be singular, not plural, and reference to Route 111 was missing a 1). Mr. Sullivan further explained that over several years, the previous Boards of Selectmen had discussed that their intention was to propose discontinuance, once the State By-pass project was complete. After further discussion about the impact to abutting properties, Mr. Breton motioned to recommend the article and move forward to the warrant. Mr. LoChiatto seconded and motion passed 4-0.

**Article 17 – Accept donation of a parcel of land for recreational use as part of Spruce Pond II subdivision** – Mr. LoChiatto presented the article. Mr. Case asked about the planned use of the parcel noting existing easements and whether the proposed use will be considered passive recreation. He further asked if the individual property owners own 1/84<sup>th</sup> of the parcel and are they in agreement with giving it to the

Town. He also asked if this was originally part of the 65% open space calculation and will removing the open space make it a non-confirming lot.

Mr. McLeod interjected that due to his affiliation with Windham Soccer Association, which stands to gain from this article, as well as Article 18, as it is the intention to create a soccer field through passage of these articles, he will be recusing himself from both of these articles and stepped back from the table.

Mr. Sullivan read into the record correspondence from Attorney Bronstein, representing H&B Homes, the developer of this parcel, confirming that lot 3-B-601 would be conveyed to the Town of Windham and the Town is not prevented from building a soccer field on this parcel. Ms. Scott reiterated that it was always the intention that this parcel be conveyed to the Town and that all the individual deeds reference the open space documents and the Planning Board approved plans. Ms. Scott indicated that Mr. Harvey of H&B Homes had intended to be at the meeting tonight, but a last minute conflict arose. Ms. Scott addressed Mr. Case's question regarding the open space calculation and verified that the plan set denoted that there was a variance granted by the ZBA to enable the subdivision to utilize the parcel as part of the open space calculation but not prevent it from being utilized in the future for active recreation. After further discussion, Mr. LoChiato motioned to recommend the article and move forward to the warrant. Mrs. DiFruscia seconded and motion passed 3-0.

**Article 18** – **Petitioned article for \$250,000 for the construction of the Spruce Pond recreational sportsfield** - The article was presented by the lead petitioner, Dennis Senibaldi. Mr. Senibaldi noted that a minor correction to the wording of the article (to insert the word “not” in front of “limited too”) will be recommended as an amendment at deliberative session, as this was the intent of the petition.

Mr. Senibaldi indicated that he is aware of the budgetary process and made a full presentation of this project to the CIP as part of that process. He also indicated that he is fully aware of the economic times and budget constraints, however, he has moved forward with this petition article because of the extensive donation that has already been received to prepare the area. He also noted that the petitioners feel that recreation field needs are at dire levels with the loss of a field at Golden Brook and excessive use of Griffin Park.

Resident Pat Robertson asked which type of fields will be constructed and which sports leagues could use the fields. Mr. Senibaldi indicated that it is the intention to build a multi-use field for soccer, lacrosse and football. Mr. Senibaldi indicated that there will be an area for a future baseball field, but constructing that field is not part of the proposal at hand and would likely be coordinated by the Windham Baseball/Softball League. Mr. Robertson indicated that the cost to maintain the field for all of the various sports will be significant, and installation of turf should

be considered. Mr. Senibaldi clarified that based on size, all of these sports could use the field, but actual use and scheduling would be handled through the Recreation Coordinator. Mrs. DiFruscia also asked if more information could be provided about ongoing maintenance costs for this area. Mr. Senibaldi indicated that there would be ongoing costs to maintain the field, which would be addressed as part of the Town's annual budgeting process. Mrs. DiFruscia asked about the impact of this petitioned article to the overall budget. Mr. Sullivan indicated that with the elimination of the HVAC article, the overall budget stands at approximately a 1% increase, and with the addition of this article, it will increase to approximately 3.27%. It was noted that the impact of the petitioned article represents approximately \$0.12 on the tax rate, or \$42 for a \$350,000 home. Discussion turned briefly to the 2012 CIP process and how this project was incorporated into the overall plan. Mrs. DiFruscia motioned to move the article forward to the warrant, however, without noting any recommendation. Mr. LoChiato seconded and motion passed 3-0.

Members of the public had additional questions for Mr. Senibaldi. Carolyn Therrien asked if there would be a future request for budgetary funds to construct the baseball field, and Mr. Senibaldi indicated that he would not be making such a request. Rich Amari asked about the potential to lease the field to outside parties in order to generate income to offset the maintenance costs, and Mr. Senibaldi indicated that this is not something that the Town has done, especially in light of additional wear and tear and existing demand for Town recreational/league use.

Mr. Breton called for a brief recess and at approximately 9:30 pm, Mr. McLeod called the meeting back to order.

**Article 19 & 20 – Petitioned articles regarding Conflict of Interest–**

Mr. McLeod opened the discussion and asked if any of the petitioners were present. With no response, he turned the discussion to Mrs. DiFruscia for a brief presentation. Mrs. DiFruscia noted that both articles were particularly complex based on her reading of them, and that the Town already has a Conflict of Interest ordinance in place and expressed concerns that if passed, the petitioned ordinances may conflict with the existing ordinance in some manner. She noted that although she does not serve as counsel to the Town, as an attorney she felt that some of the items in the petitions could represent constitutional issues and she would like to hear more explanation from the petitioners. Mr. Sullivan noted that the Town has received an opinion from Town Counsel Attorney Campbell regarding these articles, also recognizing some potential constitutional issues, and that he will be present at the deliberative session. Mr. Breton asked if the Board would consider making Attorney Campbell's opinion available to the public in order to provide for a more meaningful discussion with the petitioners at deliberative session. The consensus of the Board was in agreement. Mr. LoChiato expressed concern about what to do if there is a conflict between the existing ordinance and the new ordinances if these articles were to pass, and it was noted that this would need to be resolved by

either rescinding the existing ordinance or seeking a Declaratory Judgment through the court process.

Mr. Sullivan reminded the Board that in accordance with the Selectmen's bylaws, a recommendation must be placed on all articles, including petitioned, non-appropriation articles, unless a majority of the Board votes not to place a recommendation. Mr. LoChiatto motioned to move the article forward to the warrant and not to recommend, and Mrs. DiFruscia seconded. After a brief discussion regarding whether Mr. LoChiatto's intent was to "not place" a recommendation or to indicate "not recommended", it was clarified that his intent was to "not recommend" Article 19 and 20 and Mrs. DiFruscia agreed. Mr. Breton interjected that he believes that in fairness to the petitioners, similar to how the Board has addressed other petitioned articles, that no recommendation should be placed on the articles until deliberative session at which time the petitioners will have an opportunity to explain the articles to the Board. Mr. McLeod agreed and it was noted that, while the petitioners had an opportunity to attend this budget hearing, because there were no appropriations associated with these articles, they may have assumed that deliberative session was the more appropriate place to present the articles. Mr. LoChiatto agreed to retract his motion and Mrs. DiFruscia retracted her second. Mr. LoChiatto then motioned to move Article 19 and Article 20 to the warrant without placing a recommendation and Mrs. DiFruscia seconded. Motion passed 4-0.

**Article 21 - Operating budget** – Mr. Sullivan read the article into the record and asked that the Board consider adding the \$12,000 to the General Government Buildings line item, based on the earlier vote to eliminate the CIP article for HVAC improvements. This will bring this line item to \$501,420 and the total operating budget to \$12,388,070.07.

After further discussion, Mr. LoChiatto motioned to move Article 21, as originally posted, to the warrant with no recommendation at this time, based on the lack of a full Board and additional health insurance changes to be addressed at the deliberative session. Mr. Sullivan noted that any changes to budgeted health insurance as a result of the Union contract would need to be reflected in the narrative portion of Article 21 (i.e. included in adjustments that would be made to the operating budget if the union contract article were to pass), but these amounts could not be removed directly from the operating budget (sweep article) because we will not know until after the vote if the union contract article will pass. Mr. Breton seconded the motion; passed 4-0.

Mr. Sullivan asked to clarify the budget amount referenced in the previous motion. It was stated the motion was for the original amount per the posting notice. Mr. Sullivan noted that this is not consistent with the Board's previous vote on Article 11 and asked for reconsideration. Mrs. DiFruscia motioned to reconsider and Mr. McLeod seconded; passed 4-0. After clarification, Mr. LoChiatto agreed with the amendment and motioned to move the amended budget of

\$12,388,070.07 to the warrant with no stated recommendation. Mr. Breton seconded; passed 4-0.

The Board closed the public hearing on the budget, noting that a second public hearing on January 16, 2012 will only be held if any petitioned warrant articles are received by the January 10<sup>th</sup> deadline.

Mr. LoChiatto asked for the Board's indulgence to revisit one of the items addressed at a previous budget workshop regarding the Transfer Station hours of operation and employee work schedules. Mr. LoChiatto noted that since the proposed 2012 budget does not include funds for overtime at the Transfer Station, he questioned how we can continue to operate with the same hours now that we're into the new year. Mr. Sullivan indicated that Mr. LoChiatto is correct in terms of the budget, but that the Board did not take a vote on changing the staff's hours to either five, eight-hour days or four, ten-hour days. Mr. Sullivan noted that without a sidebar agreement with the Municipal Union, that the option to change to four, ten-hour days could not take place until the contract is approved at Town Meeting in March. After additional discussion, Mr. Breton motioned to change the Transfer Station staff work schedule, effective February 1<sup>st</sup>, to either five, eight-hour days or four, ten-hour days, if the Union is agreeable to a sidebar allowing this. Mr. LoChiatto seconded; passed 4-0.

Mr. Sullivan asked if the Board would consider a new business item; the bids have been received for the printing of the Annual Town Reports and Budget/Warrant books, and the Board does not meet again for another two weeks. The Board agreed to address the bids. Mr. Sullivan indicated three bids were received timely, but that one additional bid was received one day after the deadline and asked if the Board wished to consider the unopened bid. Consensus was to not consider the additional bid based on the fact that three were received. Mr. Sullivan read the bid results into the record as follows:

*The Country Press Inc, Lakeville MA: Town Report (if 2 color pages) \$2,443.78; Budget/Warrant \$688.12*

*TXC Inc, Salem NH: Town Report (if 2 color pages) \$5,953.06; Budget/Warrant \$223.20*

*Courier Printing Corp, Deposit NY: Town Report (if 2 color pages) \$4,410.00; Budget/Warrant \$1,425.00*

Mr. Sullivan recommended the bid be awarded to the low bidder, The Country Press Inc. of Lakeville MA, for a combined amount not to exceed \$3,600, depending on the number of color pages and potential per page add-ons if total pages exceed the bid specifications. Mr. LoChiatto motioned to award the bid as stated by Mr. Sullivan and Mr. Breton seconded. Passed 4-0.

**NON-PUBLIC SESSION:** Mr. Breton motioned and Mr. LoChiatto seconded to enter into nonpublic session in accordance with RSA 91-A:3 II e. Roll call vote all “yes”. The topic of discussion was legal matters. The Board, Mr. Sullivan and Mrs. Call were in attendance.

The Board discussed a Union grievance and Mrs. DiFruscia motioned to deny the grievance. Mr. Breton seconded; passed 4-0.

The Board discussed a legal matter concerning the reorganization of the Community Development department. Mr. LoChiatto motioned to implement the reorganization plan as reflected in the 2012 budget and extend an employment offer to the existing department Secretary in accordance with that plan. Mr. Breton seconded; passed 4-0.

Mr. Breton motioned to adjourn at 10:20 pm. Mr. LoChiatto seconded; passed unanimously.

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.