

**TOWN OF RYE – BOARD OF SELECTMEN  
BUDGET WORK SESSION  
2019 BUDGETS  
Thursday, October 25, 2018  
8:30 a.m. – 4:00 p.m.  
Rye Town Hall**

***Members Present: Chairman Priscilla Jenness, Vice-Chair Phil Winslow and Selectman Keriann Roman (arrived 9:02 a.m.)***

***Others Present: Town Administrator Michael Magnant and Asst. Town Administrator/Finance Director Rebecca Bergeron***

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chairman Jenness called the meeting to order at 8:30 a.m. and led the Pledge of Allegiance.

**II. 2019 BUDGET WORK SESSION**

**Note:** 2019 figures for Health, Dental, Long and Short Term Disability and Life Insurances are expected mid-October. We will have these numbers prior to this workshop. For purposes of budgets now, the COLA will be 3%.

<b>DEPARTMENT</b>	<b>LINE ITEMS</b>	<b>PROPOSED</b>	<b>ACCEPTED</b>
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**Lee Arthur &  
Gregg Mikolaities**

<b><u>Recreation Department</u></b>	<b>4520-50</b>	<b>\$ 291,490</b>	<b>\$ 291,490</b>
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Highlights: Ms. Arthur noted that the major changes to the 2019 Budget are in the COLA, health insurance and the facility line items. A request is being made to cover the cost of lease space. The Recreation Facility Needs Committee found that multi-year agreements were needed with space providers for recreation programming. The church is working with the Recreation Department on a multi-year agreement at this time. Recreation is proposing a senior center and a youth center, along with other recreational programming at the church. She noted that additional staffing will not be needed for the programs at the church. The budget carries an expense for one year of leasing at the church.

Mr. Mikolaities spoke in regards to the plans for the future youth center and the need for recreational programming for the middle school students.

**Motion by Phil Winslow to recommend the Recreation Budget as presented. Seconded by Priscilla Jenness. Vote: 2-0 (Keriann Roman not present for vote.)**

<u>DEPARTMENT</u>	<u>LINE ITEMS</u>	<u>PROPOSED</u>	<u>ACCEPTED</u>
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**Lee Arthur &  
Gregg Mikolaities**

<b><u>Recreation Revolving</u></b>	<b>Fund #9</b>	<b>\$ 241,869</b>	<b>\$ 241,869</b>
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Highlights: Ms. Arthur noted that this budget includes part-time staffing for the potential of additional programming. This budget is expended based on the revenue.

**Motion by Phil Winslow to recommend the Recreation Revolving Budget (Fund 9) as presented. Seconded by Priscilla Jenness. Vote: 2-0 (Keriann Roman not present for the vote.)**

**Lee Arthur**

<b><u>Patriotic Purposes</u></b>	<b>4583-59</b>	<b>\$ 10,700</b>	<b>\$ 10,700</b>
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Highlights: No changes to the budget for 2019.

**Motion by Phil Winslow to recommend the Patriotic Purposes Budget as presented. Seconded by Priscilla Jenness. Vote: 2-0 (Keriann Roman not present for the vote.)**

**Note: Selectman Roman arrived at 9:02 a.m.**

**David Kohlhasse &**

**Lee Arthur**

<b><u>Sewer Fund</u></b>	<b>Fund #2</b>	<b>\$ 288,591</b>	<b>\$ 288,591</b>
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Highlights: There is an increase in the budget of \$30,336 for 2019. The increase is attributed to the 20-year bond. The Sewer Department anticipates a rate increase to .065 from .055.

**Motion by Phil Winslow to recommend the Sewer Fund (Fund 2) as presented. Seconded by Priscilla Jenness. Vote: 3-0**

**Police Chief**

**Kevin Walsh**

<b><u>Emergency Management</u></b>	<b>4290-17</b>	<b>\$ 11,500</b>	<b>\$ 11,500</b>
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Highlights: Chief Walsh noted that the bottom line of the budget is staying the same for 2019. He spoke in regards to some of the storm expenses for the spring of 2018. He also spoke about current and future projects for enhancing emergency management.

**Motion by Phil Winslow to recommend the Emergency Management Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Police Chief**

**Kevin Walsh**

<b><u>Police Department</u></b>	<b>4210-15</b>	<b>\$1,472,956</b>	<b>\$1,472,956</b>
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Highlights: Chief Walsh reviewed the work of the Police Department over the past year. He also reviewed the training the staff has completed in 2018. For the 2019 Budget, the computer line item includes new software to organize the department's policies and personnel manual. The wage line includes increases in staff grade level changes and also includes adjustments for the COLA.

Vice-Chair Winslow encouraged Chief Walsh to consider best practices and ways of becoming more efficient in providing better services at the current cost or at a lower cost; either through technology or organizational changes.

**Motion by Phil Winslow to recommend the Police Department Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

<u>DEPARTMENT</u>	<u>LINE ITEMS</u>	<u>PROPOSED</u>	<u>ACCEPTED</u>
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**Police Chief**

**Kevin Walsh**

<b><u>Animal Control</u></b>	<b>4414-38</b>	<b>\$ 29,690</b>	<b>\$ 29,690</b>
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Highlights: Chief Walsh noted that 2019 will be the second year with a part-time position in this department. There will be an increase in the hours based on activity in 2018 to increase coverage at the beaches and town forest, due to the new Selectmen's ordinance. The number of tickets that have been issued for dogs on the beaches has decreased in 2018. This is due to education, awareness and enforcement by the officers.

Vice-Chair Winslow pointed out that if the Dog Tag Program is approved at town vote, that would bring in as much as \$3,000 or \$4,000 dollars to help off-set this budget.

**Motion by Phil Winslow to recommend the Animal Control Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Police Chief**

**Kevin Walsh**

<b><u>Parking Enforcement</u></b>	<b>Fund #8</b>	<b>\$ 39,966</b>	<b>\$ 39,966</b>
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Highlights: Chief Walsh noted that the department had a five-person staff for parking enforcement for the 2018 season. The department has started accepting online payments, which has been working well. He would like to consider electronic ticketing in the future, which would require new software.

Chairman Jenness commented that the electronic ticketing might be good to bring in next year with an idea of raising the fines to pay for it.

**Motion by Phil Winslow to recommend the Parking Enforcement Budget (Fund 8) as presented. Seconded by Keriann Roman. Vote: 3-0**

**Police Chief**

**Kevin Walsh**

<b><u>Outside Details</u></b>	<b>Fund #7</b>	<b>\$ 101,695</b>	<b>\$ 101,695</b>
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Highlights: Chief Walsh noted that Eversource will still be working on upgrading their infrastructure in 2019 and will require traffic details. The same number of standard detail hours are being carried over for the state parks and science center.

**Motion by Phil Winslow to recommend the Outside Detail Budget (Fund 7) as presented. Seconded by Keriann Roman. Vote: 3-0**

**Chief Walsh &**

**Chief Cotreau**

<b><u>Public Safety Building</u></b>	<b>4194-08</b>	<b>\$ 61,875</b>	<b>\$ 61,875</b>
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Highlights: Fire Chief Mark Cotreau reviewed the line items for the Public Safety Building.

**Motion by Phil Winslow to recommend the Public Safety Building Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

<u>DEPARTMENT</u>	<u>LINE ITEMS</u>	<u>PROPOSED</u>	<u>ACCEPTED</u>
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**Fire Chief**

**Mark Cotreau**

<u>Ambulance</u>	<b>4215-19</b>	<b>\$ 131,672</b>	<b>\$ 131,672</b>
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Highlights: Chief Cotreau introduced the Selectmen to the new patient survey that is being sent to people who are transported by the department. The survey is done by a third-party company and has been in place since March 2018. The department has received a lot of good feedback. The cost is less than \$100 per month. Funds from the training budget are used to cover the cost because it is used for training within the department. Chief Cotreau noted that the second ambulance has gone out on 21 total responses so far, of which 16 were medicals. There were 9 transports at \$450 net revenue per transport for a total of \$4,050. It was pointed out that this is income that the town would not be receiving without the second ambulance. The money received is used for additional training expenses. The department goes out of town, roughly 60 times per year, for mutual aid. The second ambulance allows for coverage within the town during mutual aid times and during the busy summer season in the community. Chief Cotreau reviewed the line items for the Ambulance Budget.

There was some discussion on looking for opportunities to provide the same services at a lower cost or better services at the current cost, such as sharing services and vehicles.

**Motion by Keriann Roman to recommend the Ambulance Budget as presented. Seconded by Phil Winslow. Vote: 3-0**

**Fire Chief**

**Mark Cotreau**

<u>Fire Department</u>	<b>4220-16</b>	<b>\$1,521,334</b>	<b>\$1,521,334</b>
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Highlights: Chief Cotreau reviewed the work by the Fire Department in 2018. The Ice and Water Technician training was held in the spring. The department now has a certified training instructor for ice and water rescue. The training within the department has increased overall. The department has also been working on purchasing and replacing needed equipment. Chief Cotreau reviewed the line items for the 2019 budget for the select board.

**Motion by Phil Winslow to recommend the Fire Department Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Fire Chief**

**Mark Cotreau**

<u>Beach/Lifeguards</u>	<b>4520-52</b>	<b>\$ 72,790</b>	<b>\$ 72,790</b>
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Highlights: Chief Cotreau noted that the department had a full lifeguard staff for the 2018 season. There were several rescues made by the lifeguards this year. Several compliments were received from the community on the quality and hard work of the lifeguard staff.

**Motion by Phil Winslow to approve the Lifeguard Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

<u>DEPARTMENT</u>	<u>LINE ITEMS</u>	<u>PROPOSED</u>	<u>ACCEPTED</u>
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**Public Works Director**

**Dennis McCarthy**

<b><u>Beach Cleaning</u></b>	<b>Fund #12</b>	<b>\$ 32,272</b>	<b>\$ <u>33,472</u></b>
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Highlights: Director McCarthy noted that the Beach Cleaning Fund includes the services for cleaning and testing the beaches. It also covers the services for the port-a-potties and a small amount of beach equipment maintenance. The wages line item is increasing because it is anticipated that more time will be needed to control the seaweed. The budget allows for 4 port-a-potties. It is recommended that this line be increased by \$600 in order to add port-a-potties at Sawyer's.

Chairman Jenness spoke in regards to some of the pushback she has received on the addition of port-a-potties at Sawyer's Beach.

The Selectmen agreed to include the money in the budget for the additional port-a-potties at this time and to address whether they will be put in at a later date. It was also agreed to add \$1,200 to cover the expense in that line item.

There is an increase to the contracted services line item due to the increase in trash collecting services for the beaches.

**Motion by Phil Winslow to recommend the Beach Cleaning Budget in the amount of \$33,472. Seconded by Keriann Roman. Vote: 3-0**

**Public Works Director**

**Dennis McCarthy**

<b><u>Town Custodian</u></b>	<b>4194-02</b>	<b>\$ 91,486</b>	<b>\$ <u>91,486</u></b>
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Highlights: Director McCarthy stated that last year he requested a fulltime building and grounds person. He was able to get approval for a part-time person. The position was filled after 7 months; however, the person left after a month for a job with benefits. He is requesting a fulltime person again for 2019 as there is a need for this position throughout the town.

There was review on the wages and benefit expenses for a fulltime position. There was also review of the responsibilities that would be covered by this position.

The Selectmen reviewed the funds that would need to be budgeted for the position for 2019.

Selectman Roman stated that a person in this position could also help the town avoid a situation of putting tons of money into a building down the road, which would be valuable.

Director McCarthy noted that the person in this position would also fill in at the Transfer Center and help with plowing when needed. He also noted that besides the fulltime buildings and grounds person he is requesting, there is a part-time custodian position in this budget. This budget covers the grounds persons salary from April to the end of 2019, as the budget needs to be approved at town vote before the position can be filled.

**Motion by Keriann Roman to recommend the Town Custodian Budget as presented. Seconded by Phil Winslow. Vote: 3-0**

**Public Works Director**

**Dennis McCarthy**

<b><u>Public Works Bldg.</u></b>	<b>4194-06</b>	<b>\$ 14,240</b>	<b>\$ <u>14,240</u></b>
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Highlights: Director McCarthy stated that the increase is in building supplies and maintenance because the buildings require more service and maintenance each year.

**Motion by Phil Winslow to recommend the Public Works Building Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

DEPARTMENT	LINE ITEMS	PROPOSED	ACCEPTED
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**Public Works Director**

**Dennis McCarthy**

<b><u>Public Works Personnel</u></b>	<b>4312-23</b>	<b>\$ 718,673</b>	<b>\$ 718,673</b>
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Highlights: Director McCarthy noted that the increases are due to increasing wages and health costs. He has also increased the overtime wages because that line item has been running over for the past few years.

**Motion by Phil Winslow to recommend the Public Works Personnel Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Public Works Director**

**Dennis McCarthy**

<b><u>Public Works Operation</u></b>	<b>4312-24</b>	<b>\$ 597,510</b>	<b>\$ 597,510</b>
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Highlights: Director McCarthy noted that the line item with the biggest increase is in paving services.

There was review of the paving projects that are scheduled to be completed in town. Director McCarthy also reviewed the bidding process for paving services.

**Motion by Phil Winslow to recommend the Public Works Operation Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Public Works Director**

**Dennis McCarthy**

<b><u>Street Lighting</u></b>	<b>4316-27</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
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**Motion by Phil Winslow to recommend the Lighting Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Public Works Director**

**Dennis McCarthy**

<b><u>Solid Waste Collection</u></b>	<b>4323-33</b>	<b>\$ 251,782</b>	<b>\$ 251,782</b>
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Highlights: There is an increase to the equipment maintenance line, which covers the heavy equipment.

The line item for oils and fuels has increased due to pricing.

**Motion by Phil Winslow to recommend the Solid Waste Collection Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Public Works Director**

**Dennis McCarthy**

<b><u>Solid Waste Disposal</u></b>	<b>4312-24</b>	<b>\$ 208,327</b>	<b>\$ 208,327</b>
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Highlights: Director McCarthy noted that the town is seeing a large increase in construction material disposals. Fees are collected for the construction debris; however, it does not cover the town's increasing costs. He reviewed the budget for the Selectmen.

There was discussion on the fees being charged for bulk disposal. The Selectmen agreed that the fees should be reviewed when they revisit the other town fees.

**Motion by Phil Winslow to recommend the Solid Waste Disposal Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

DEPARTMENT	LINE ITEMS	PROPOSED	ACCEPTED
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**Public Works Director**

**Dennis McCarthy**

<b><u>Land Management</u></b>	<b>4520-55</b>	<b>\$ 45,250</b>	<b>\$ 45,250</b>
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**Motion by Phil Winslow to recommend the Land Management Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Finance Director**

**Rebecca Bergeron**

<b><u>Planning Board</u></b>	<b>4191-11</b>	<b>\$ 152,655</b>	<b>\$ 152,655</b>
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Highlights: Ms. Bergeron noted that the increase is due to the COLA and health insurance.

**Motion by Phil Winslow to recommend the Planning Board Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

<b><u>Land Management</u></b>	<b>4191-10</b>	<b>\$ 13,270</b>	<b>\$ 13,270</b>
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**Motion by Keriann Roman to recommend the Zoning Board Budget as presented. Seconded by Phil Winslow. Vote: 3-0**

**Chuck Marsden &**

**Peter Rowell**

<b><u>Building Inspector</u></b>	<b>4240-18</b>	<b>TABLED</b>
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Highlights: Mr. Rowell explained that the budget has decreased mainly due to the fact that he is only working 24 hours per week and does not receive benefits from the town. There is a proposal in the wage line to change the part-time assistant's position to fulltime. He reviewed the responsibilities for that position.

There was discussion on the possibility of making the administrator's position a fulltime position.

Selectman Roman stated that she would like to approve the budget on the condition that they take a look at fees and income as soon as possible, in order to determine how it can be increased. She does not think it makes sense to have operations run inefficiently with some things not getting done. That is a detriment to the town.

There was some discussion on increasing the permit application fee.

Mr. Marsden agreed to come up with a list of fees the town charges now as compared to other communities.

The Selectmen agreed to table the budget until that information is received.

**Motion by Keriann Roman to table the Building Inspector Budget. Seconded by Phil Winslow.**

**Vote: 3-0**

**The select board recessed at 12:20 p.m. for lunch.**

**The meeting was reconvened at 1:10 p.m.**

DEPARTMENT	LINE ITEMS	PROPOSED	ACCEPTED
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**Library Trustee**  
**Brian Klinger &**  
**Library Director**  
**Andrew Richmond**

<b><u>Library</u></b>	<b>4550-58</b>	<b>\$ 693,617</b>	<b>\$ 693,617</b>
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Highlights: Mr. Klinger reviewed the proposed 2019 Library Budget. He pointed out that there is a 1% increase in the salaries line item to be allocated based upon performance. The wage line also includes a 3% COLA, which will be adjusted to 3.4%. The operating part of the budget has increased by 0.2%.

There was review of the increase in the health insurance line, which is increasing to cover the increase in premiums and a new policy that is being added.

There was discussion on the salary line item. It was agreed that the number should be adjusted to the 3.4% COLA with the numbers being verified.

**Motion by Phil Winslow to recommend the Library Budget as presented with the exception that the wage line item be reviewed. Seconded by Keriann Roman. Vote: 3-0**

**Town Administrator**  
**Michael Magnant**

<b><u>Executive</u></b>	<b>4130-01</b>	<b>\$ 236,562</b>	<b>\$ 236,562</b>
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Highlight: Mr. Magnant stated that other than the increase in the health insurance, relatively little has changed in the budget. There are minor increases in subscriptions, dues and printing.

The board reviewed the wages and health insurance lines.

**Motion by Phil Winslow to recommend the Executive Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Finance Director**  
**Becky Bergeron**

<b><u>Assessing Office</u></b>	<b>4150-20</b>	<b>\$ 172,369</b>	<b>\$ 172,369</b>
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Highlight: Ms. Bergeron noted that changes to the wages for the 3.4% COLA and the health insurance increase.

**Motion by Phil Winslow to recommend the Assessing Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Finance Director**  
**Becky Bergeron**

<b><u>Finance</u></b>	<b>4130-01</b>	<b>\$ 176,999</b>	<b>\$ 176,999</b>
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**Motion by Keriann Roman to recommend the Finance Budget as presented. Seconded by Phil Winslow. Vote: 3-0**

**Town Administrator**  
**Michael Magnant**

<b><u>Legal</u></b>	<b>4153-04</b>	<b>\$ 123,000</b>	<b>\$ 123,000</b>
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**Motion by Phil Winslow to recommend the Legal Budget as presented. Seconded by Keriann Roman. Vote: 3-0**



DEPARTMENT	LINE ITEMS	PROPOSED	ACCEPTED
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**Town Administrator**

**Michael Magnant**

<b><u>Town Hall Bldg.</u></b>	<b>4194-07</b>	<b>\$ 22,760</b>	<b>\$ 22,760</b>
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Highlights: The budget covers maintenance of the Town Hall. The work on the foundation that was recommended in the Historic Structures Report will be budgeted in Capital Outlay.

**Motion by Phil Winslow to recommend the Town Hall Building Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Finance Director**

**Rebecca Bergeron**

<b><u>Insurance</u></b>	<b>4196-12</b>	<b>\$ 157,721</b>	<b>\$ 157,721</b>
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**Motion by Phil Winslow to recommend the Insurance Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Financial Director**

**Becky Bergeron**

<b><u>Regional Agencies</u></b>	<b>4197-22</b>	<b>\$ 56,371</b>	<b>\$ 56,371</b>
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Highlights: Agencies looking for funding must reapply yearly to the town. New agencies that apply must be accepted by the voters at town meeting. There was discussion about having the agencies reapply and make a presentation as a new agency to the town after three years. This would become part of the town's policy regarding regional agencies.

**Motion by Phil Winslow to add to the town's Regional Agency Policy that an agency must reapply and present their services as a new agency after three years. Seconded by Keriann Roman.**

**Vote: 3-0**

**Motion by Keriann Roman to recommend the Regional Agencies Budget as presented. Seconded by Phil Winslow. Vote: 3-0**

**Finance Director**

**Becky Bergeron &**

**Town Administrator**

**Michael Magnant**

<b><u>General Government</u></b>	<b>4199-26</b>	<b>\$ 87,100</b>	<b>\$ 87,100</b>
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Highlights: There was discussion on the need to upgrade the town's IT system over the next ten years. The proposed IT line item in the General Government Budget for 2019 covers town wide tech support and licensing fees. The Selectmen agreed to continue to look at the IT system and how to approach the upgrades over the next year.

**Motion by Phil Winslow to recommend the General Government Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

<b><u>Health</u></b>	<b>4411-37</b>	<b>\$ 5,485</b>	<b>\$ 5,485</b>
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Highlights: The budget covers the stipend for the town's health officer.

**Motion by Phil Winslow to recommend the Health Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

DEPARTMENT	LINE ITEMS	PROPOSED	ACCEPTED
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**Finance Director**

**Becky Bergeron**

<u>Direct Assistance</u>	4442-44	\$ 46,600	\$ 46,600
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**Motion by Phil Winslow to recommend the Direct Assistance Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Town Administrator**

**Michael Magnant**

<u>Parsonage</u>	Fund 5	TABLED	
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Highlights: Mr. Magnant noted that the lease for the Parsonage is expiring the beginning of 2019. The budget is set at zero at this time. The tenants that are currently in the Parsonage are being moved out of the building through The Housing Partnership.

There was discussion on leaving \$12,000 in the budget for maintenance that may be needed for the building during the year.

Ms. Bergeron explained that this Fund takes in rent that is paid on the Parsonage, which is used for building maintenance.

The Selectmen agreed to table Fund 5 until they receive information on the balance of this fund.

**Motion by Keriann Roman to table Fund 5. Seconded by Phil Winslow. Vote: 3-0**

**Finance Director**

**Becky Bergeron**

<u>Debt Service</u>	4711/4790-67	\$ 443,096	\$ 443,096
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Highlights: Ms. Bergeron noted that \$15,000 under Conservation Land is for the new bond that starts in 2019. The amount of the 20-year bond is \$300,000.

**Motion by Keriann Roman to recommend the Debt Service Budget as presented. Seconded by Phil Winslow. Vote: 3-0**

<u>Cemetery</u>	4195-25	\$ 120,258	\$ 120,258
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**Motion by Phil Winslow to recommend the Cemetery Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

<u>Mosquito Control</u>	4414-39	\$ 85,395	\$ 85,395
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**Motion by Phil Winslow to recommend the Mosquito Control Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Phil Winslow for**

**Mae Bradshaw, Chair**

<u>Historic District</u>	4589-54	\$ 1,900	\$ 1,900
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Highlights: Selectman Winslow noted that the State has mandated that the commission hold four meetings a year, as compared to previous years when it was "as needed". This has increased the contracted services line for transcribing the minutes. The budget also covers holiday swags for the town signs and printing services.

**Motion by Keriann Roman to recommend the Historic District Budget as presented. Seconded by Phil Winslow. Vote: 3-0**

DEPARTMENT	LINE ITEMS	PROPOSED	ACCEPTED
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**Keriann Roman for  
Bev Giblin, Chair**

<b><u>Heritage Commission</u></b>	<b>4590-57</b>	<b>\$ 4,100</b>	<b>\$ 4,100</b>
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Highlights: Selectman Roman stated that based on the treasurer's reports the commission is under last year's budget. The same budget is proposed for 2019.

**Motion by Keriann Roman to recommend the Heritage Commission Budget as presented. Seconded by Phil Winslow. Vote: 3-0**

**Finance Director  
Becky Bergeron**

<b><u>Town Clerk/Registration</u></b>	<b>4140-13</b>	<b>\$ 7,250</b>	<b>\$ 7,250</b>
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Highlights: The budget does not include dog tags for the proposed Dog Tag Program to walk dogs off-leash in the town forest.

Selectman Roman noted there will be a separate warrant article addressing the Dog Tag Program. The tags for the program will be available for a fee. The fee should cover the expense of the tags; however, there will need to be a budget line for it. The town will vote on whether or not to approve the program in March. Funds will also need to be allocated for the program, which will need to be done as a special warrant article.

**Motion by Phil Winslow to recommend the Town Clerk Budget as presented. Seconded by Keriann Roman. Vote: 3-0**

**Finance Director  
Becky Bergeron**

<b><u>Tax Collector</u></b>	<b>4150-14</b>		<b>TABLED</b>
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Highlights: There was discussion on the tax collector's request to accelerate the current deputy's wage advancement from June to April. It was agreed to table the budget for more information on the current deputy's responsibilities. The Selectmen agreed that Ms. DeCotis should submit something in writing to the Selectmen regarding the justification for her request.

**Motion by Phil Winslow to table the Tax Collector. Seconded by Keriann Roman. Vote: 3-0**

<b><u>Elections</u></b>	<b>4140-03</b>	<b>\$ 13,745</b>	<b>\$ 13,745</b>
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**Motion by Keriann Roman to recommend the Elections Budget as presented. Seconded by Phil Winslow. Vote: 3-0**

<b><u>Energy Committee</u></b>	<b>4620-46</b>	<b>\$ 600</b>	<b>\$ 600</b>
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**Motion by Keriann Roman to recommend the Energy Budget as presented. Seconded by Phil Winslow. Vote: 3-0**

**Motion by Keriann Roman to accept the amended numbers for any wages and salaries that do not reflect the 3.4% COLA. Seconded by Phil Winslow. Vote: 3-0**

<u>DEPARTMENT</u>	<u>LINE ITEMS</u>	<u>PROPOSED</u>	<u>ACCEPTED</u>
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**Sally King, Chair &  
Jaci Grote**

<b><u>Conservation Commission</u></b>	<b>4611-53</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>
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Highlights: Mrs. King and Ms. Grote spoke to the Selectmen in regards to the planned projects for the Conservation Commission in 2019. The Selectmen scheduled a work session with the Conservation Commission to discuss event ideas for the Goss Farm; (Thursday, March 7<sup>th</sup>).

**Motion by Keriann Roman to recommend the Conservation Commission Budget as presented. Seconded by Phil Winslow. Vote: 3-0**

The Selectmen will meet on Wednesday, October 31<sup>st</sup> to review tabled and other budget items.

**III. Other Business**

- Request from Patricia Weathersby on behalf of the Friends of Pulpit Rock Tower for a sign at Parson's Field from 11/03-11/10 announcing tours at the tower.

**Motion by Phil Winslow to approve the sign request for the Friends of Pulpit Rock Tower. Seconded by Keriann Roman. All in favor.**

**Adjournment**

**Motion by Keriann Roman to adjourn at 3:05 p.m. Seconded by Phil Winslow. All in favor.**

Respectfully Submitted,  
Dyana F. Ledger