

SELECT BOARD

MINUTES

March 31, 2023

Board met in HYBRID session at 10:00 a.m. at Abbot Hall and via ZOOM Conferencing
The following members were present constituting a quorum:

M. C. Moses Grader, Chair
Jackie Belf-Becker
Erin M. Noonan
James E. Nye
Alexa J. Singer

Thatcher W. Kezer III, Town Administrator

FY2024 SELECT BOARD BUDGETS. The Board met to review and vote on Select Board FY2024 Budgets. Thatcher Kezer and Aleesha Benjamin, Finance Director, presented an overview of what the Board will be reviewing. All budgets presented will be for FY2024 Reduced Budget – the actual numbers based on no override and the revenue numbers currently available to the Town.

Select Board. The Town Administrator noted there are 2 proposed positions in this budget; 1) Human Resources Director and 2) Sustainability Coordinator. An HR Director would be vital to upcoming union contract negotiations, consolidating records, overseeing compliance with personal matters and more. The current payroll and benefits positions would move over to the HR Department forming a 3-person department. The funding is for hiring an HR Director and will be funded by reducing the projections on the Health Insurance Funds by \$150,000 to cover the salaries and benefits of an HR Director. The expectation is the HR Director would generate more in savings by managing our assets. Likewise, a Sustainability Coordinator would implement and manage energy preservation efforts/programs that would generate additional revenue and funding. This would be paid for by reducing the Energy Reserve by \$105,000 to cover the protentional salary and benefits. There is no impact on the bottom line by adding these positions. The Board discussed removing the Officials Expense line (\$5,500) from the budget. Motion made and seconded to approve the FY2024 Select Board Budget, removing the Officials Expense line, in the amount of \$642,180 in salaries, \$136,713 in expenses for a total of \$770,445. All in favor.

Parking Clerk. Motion made and seconded to approve the FY2024 Parking Clerk Budget in the amount of \$12,650. All in favor.

Planning Board. Motion made and seconded to approve the FY2024 Planning Board Budget in the amount of \$1,675. All in favor.

Finance Department. Motion made and seconded to approve the FY2024 Finance Department Budget in the amount of \$881,954, salaries and \$851,105 expense for a total of \$1,733,059. All in favor.

Finance Committee. Motion made and seconded to approve the FY2024 Finance Committee Budget in the amount of \$3,210. All in favor.

Reserve Fund. Motion made and seconded to approve the FY2024 Reserve Fund Budget in the amount of \$144,000. All in favor.

Other General Government. Motion made and seconded to approve the FY2024 Other General Government Budget in the amount of \$22,225,646. All in favor.

Town Counsel. Motion made and seconded to approve the FY2024 Town Counsel Budget in the amount of \$112,000. All in favor.

Public Buildings Department. John Albright, Building Commissioner, appeared before the Board to present his budget(s). Motion made and seconded to approve the FY2024 Public Buildings Department Budget in the amount of \$254,827. All in favor.

Building Inspection Department. Motion made and seconded to approve the FY2024 Building Inspection Department Budget in the amount of \$27,500. All in favor.

Police Department. Chief King appeared before the Board to present his budget(s). Motion made and seconded to approve the FY2024 Police Department Budget in the amount of \$4,722,556. All in favor.

Animal Inspector. Motion made and seconded to approve the FY2024 Animal Inspector Budget in the amount of \$2,400. All in favor.

Fire Department. Chief Gilliland appeared before the Board to present his budget. Motion made and seconded to approve the FY2024 Fire Department Budget in the amount of \$5,198,241. All in favor.

Engineering. Charlie Quigley, Town Engineer, appeared before the Board to present his budget. Motion made and seconded to approve the FY2024 Engineering Budget in the amount of \$204,330. All in favor.

Public Works. (Highway, Tree, Drains). Amy McHugh, Public Works Director, appeared before the Board to present her budget(s). Motion made and seconded to approve the FY2024 Public Works (Highway, Tree, Drains) Budget in the amount of \$1,817,047. All in favor.

Snow Removal. Motion made and seconded to approve the FY2024 Snow Removal Budget in the amount of \$105,000. All in favor.

Council on Aging. Lisa Hooper appeared before the Board to present her budget. Motion made and seconded to approve the FY2024 Council on Aging Budget in the amount of \$389,613. All in favor.

Veterans Benefits. Dave Rodgers appeared before the Board to present his budget(s). Motion made and seconded to approve the FY2024 Veterans Benefits Budget in the amount of \$123,919. All in favor.

Sealers of Weights and Measures. Motion made and seconded to approve the FY2024 Sealer of Weights and Measures Budget in the amount of \$250. All in favor.

Memorial & Veterans Day. Motion made and seconded to approve the FY2024 Memorial and Veterans Day Budget in the amount of \$7,500. All in favor.

Total FY2024 Select Board Reduced Budget = \$37,861,419.

Harbors and Waters (Enterprise). Mark Souza, Harbormaster, appeared before the Board. Motion made and seconded to approve the FY2024 Harbors and Waters (Enterprise) Budget in the amount of \$1,062,182. All in favor.

CONTRACT. Village Street Bridge Deck Repairs. East Coast Development.

Motion made and seconded to award the contract for the Village Street Bridge Deck Repairs project to East Coast Development Inc. of North Reading MA in the amount of eighteen thousand three hundred and sixty-nine dollars (\$18,369.00) and authorize the Chair to sign the contract on behalf of the Board. All in favor.

PUBLIC COMMENT. No one made public comment.

The Board expressed their appreciation to the Department Heads and staff for all their work on the budget.

Motion made and seconded to adjourn at 12:20 p.m. All in favor.

Kyle A. Wiley
Administrative Aide

List of documents used:

Select Board proposed budgets

Draft contract East Coast Development