

**BUCKLAND SELECT BOARD
BUCKLAND FINANCE COMMITTEE
MEETING MINUTES
Buckland Town Hall
17 State Street
Thursday, May 21, 2020, 6:00 p.m.**

Barry L. Del Castilho

Barry DelCastilho

Zachary J. Turner

ZJ Turner

Dena G. Willmore

Dena Willmore

Attendees: Barry Del Castilho, Dena Willmore, Zack Turner, Lisa Blackmer, Karen Blom, Heather Butler, Paula Consolo, Ciara Hayden, Larry Langford, James Sullivan (Falls Cable)

Zack Turner opened the meeting at 5:30 p.m., which was held *via* the Zoom Meeting Platform.

1. **Agenda Items**

a. **Fiscal Year 2020 Budget, End of Fiscal Year Overview – Operations** - Karen Blom said the Finance Committee looked over the budget, and our new reality is about \$10,000 less than the mid-March budget. Heather Butler said every department was cut. Select Board stipends are reduced. The Administrative Assistant's hours have been cut to 36.50. There is a reduction in Town Administrator expenses. The Tax Collector made reductions to professional development, the assistant's salary has been reduced, and she eliminated tax title expenses. We reduced the janitorial expense at Town Hall. IT had to be increased for contractual reasons, and it was under-funded last year. The Town Clerk's assistant has been eliminated, and there will be no record book preservation for Fiscal Year 2021. Dena Willmore suggested funding half for the audit. Lisa Blackmore said the 2021 audit will take place in Spring 2022. \$5,300 will be rolled over for the next audit. The legal expense line was reduced. The Police OUI money is gone. There is a small reduction in the Police building expense account. There is a small reduction in Tree Warden expenses.

Regarding the school budget, Heather Butler said she got guidance from DOR, and their answer is the assessment from the regional school is the number we should use. She said Mohawk is intending to have a 1/12th budget. Dena Willmore recommended voting down the budget. Barry Del Castilho said DESE recommended approving the budget in the assessment.

Regarding the Highway Department, Dena Willmore said repairs are a big part of the snow and ice budget. Heather Butler said snow and ice is the only place where we can overspend. All bills will be entered in the I-Works program which we started about two months ago.

Recycling costs have gone up by approximately \$11,000. She suggested a \$10.00 or \$20.00 sticker program for residents who use the Transfer Station. It was decided to put it back in the budget.

The Senior Center budget is level funded. The consensus is talk to Shelburne about reduced costs. Karen Blom will talk to the Senior Center.

The libraries are awaiting guidance from the State. The Recreation Committee will meet in a week to make recommendations if holding camp is feasible. They may have to raise camp rates if there are recommendations for additional staff. Larry Langford said we must show our intention in funding OPEB.

b. **Capital, Free Cash** – Karen Blom said we approved Reserve funds to cover unfunded appropriations. \$141,499 is the free cash figure. Heather Budget said Chief Hicks is proposing to spend \$10,000 for radios. She said \$75,000 in Road Repair could be taken from free cash. Zack Turner suggested dropping that figure to \$50,000. Dena Willmore recommended leaving free cash where it is until the fall meeting which gives us a little more flexibility. Karen Bom recommended being prudent about the COLA. Paula Consolo suggested giving the 2.5% COLA but tell the employees may be none next year. Heather Butler will call FRCOG to see if their budget will be different.

c. **Town Meeting** – Will be held Saturday, June 27, 2020, at 10:00 a.m., at the Mohawk Regional School District parking lot. Rain date is Sunday, June 28, 2020, at 2:00 p.m..

d. **Parade Permit, Buckland/Shelburne Elementary School, Grade 6 Graduation Car Parade, June 13, 2020** – Dena Willmore moved to sign the Parade Permit; Barry Del Castilho seconded. Roll Call: Dena Willmore – yes, Barry Del Castilho – yes, Zack Turner – yes.

2. **Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting** – None.

3. **Public Comment** – None.

At 8:30 p.m, Dena Willmore moved to adjourn; Barry Del Castilho seconded. Roll Call – Barry Del Castilho – yes, Dena Willmore – yes, Zack Turner – yes. Meeting adjourned at 8:30 p.m..