

FISCAL TASK FORCE MEETING OF 09/11/2025

MEMBERS IN ATTENDANCE: James Medeiros(JM), Member, Nancy Thompson(NT), Member, Kate Simons(KS), Clerk, Chris Sullivan(CS), Chair, Ashleigh Haslam [AH], Member

TOPIC		ACTION
Call to Order & Objectives	Meeting called to order at 5:33pm.	
Approval of Prior Minutes		NT Motion JM Second All In Favor - Approved
Follow Up From Previous Mtg	See Individual Items below:	
Follow Up - Review of Berkley Department Budget Summary	NT – for Mr. Rose: Question about public roadways – which public roads have increased? All agreed that public roadways have increased, though it may make more sense to have a direct conversation with the Highway Department. KS – What other measures exist to determine how well each department is currently performing? What is the low-hanging fruit vs the deeper dive data. In the future, we will schedule dates to invite each department head.	
Follow Up – Comparative Data	JV presented comparable data, and we discussed the various ways to analyze it. For example, when ranking Berkley against comparable towns, spending per resident vs spending per pupil yields a different result/ranking. In general, across most measures, Berkley ranks near the bottom in spending by function. We will continue to analyze this data and develop additional measures / charts / graphs to help communicate with Berkeley’s taxpayers. The overall message: we are not overspending or misusing funds. We also discussed stabilization funds, noting that 5% of the operating budget is generally considered the minimum and a sound policy. It was noted that DOR prefers budgets with no reliance on stabilization.	
Follow Up -	Everyone agreed on the Documents as published via email.	
Communication Strategy – Next Steps	We all agreed to rename our Task Force SAVE – Sustainable Actions for a Viable Economy To help advance our Communications and Educational Outreach goals, we all agreed to the following: • By next meeting, issue our first Communication – Who We Are, What’s the Problem • By 11/15, publish an interactive version or video of our flow chart along with detailed explanation of each ‘bucket’ and how Berkley Ranks vs other similar towns. • Tax Levy will likely be our first deeper dive once the overall flow chart is built. • We aren’t sure what the Software / Format / Output will be, but everyone agreed to do some research before the next meeting.	
Upcoming Events / Outreach	We missed the Craft Fair and Community Night, but would like to see greater engagement and public participation at this meeting.	

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Next Steps	• All group members explore 'Communication Channels' / software, formats to best help communicate with the town. • Continue to develop the Communication / Educational Outreach Plan and assign target dates • Publish Before Next Meeting: Task Force Introduction • JV to continue to evaluate Comparable Data and attempt to evaluate where Berkley stood 10-15 years ago • KS create 'dashboard' from streamlined work plan. • Next meeting to be 9/18 instead of 10/2	
Adjourn	Adjourn at 6:58	JM Motion NT Second All Approved
Parking Lot	• SRPEDD Economic Development Survey • Schedule 'Interviews' with Each Department Head – Agenda/Questions/Intent to be developed. In general, the intent is not to scrutinize individual spending requests but to understand broader issues and opportunities. We also need to understand whether there are limits to service cuts or reductions.	