

MINUTES OF June 22, 2020

Called to order @ 6:04 pm

Due to the Covid 19 pandemic regulations, we are utilizing Zoom for a Virtual Meeting, and in accordance to the rules must do verbal roll call of members.

In attendance by roll call: Chairman Joe Freitas, Secretary Michele Hamilton, Nancy Gajoli, Melinda Paine-Dupont.

Chairmen Joe Freitas introduced Town Administrator, Heather Martin-Sterling, Accountant, Kathy Avilla, and Tax Collector/Treasurer, Wendy Cochran as participants in this evenings meeting.

Chairman Joe Freitas requested a motion to approve the minutes of June 6, 2020. After a brief discussion, a motion was made and seconded to approve the minutes as written. A verbal roll call was made, and the committee unanimously approved the minutes.

Review latest budget for FY 2021.

Chairman Joe Freitas introduced the most recent budget that was worked on and prepared primarily through the assistance of the Town Administrator, Heather Martin-Sterling, Accountant, Kathy Avilla and Tax Collector/Treasurer, Wendy Cochran and Chairman Joe Freitas.

As a committee we worked through the front sheet, discussed the revenue, back charges, and expenses. The discussion centered around the roughly 5% decrease coming from state revenues. The need to meet the budget with FY2020 free cash in the amount of \$696,260.00 and the impact this has on the town. Lack of free cash means no capital projects for this year. The state is working on a 1-12 budget, which basically means month to month. To help the town through this difficult time, we discussed the division of the town budget to a 6-6 ratio. A town meeting for approval in July and one in November.

Next the committee worked through the FY2021 Operating Budget Line by Line Item. The committee went department by department, line by, reviewing the budget presented by each department head, the cuts made for each line item and the division between June and November monies to be presented to the town for approval.

A couple concerns brought up during the discussion was the reserve fund line item. We currently have zero dollars available and it was recommended to transfer funds of \$25,000.00 at the town budget meeting in November. The committee expressed concerns regarding the lack of monies available for emergency but understand the financial situation.

Other topics of discussion included storm water, OSHA, police cruiser, salaries for town assessor, box alarm maintenance

After the review and discussions throughout the proceedings, Chairman Joe Freitas indicated he would entertain a motion and a vote to present this budget to the selectman on Wednesday June 24, 2020. A motion was made and seconded. Per viral protocol a roll call was made, and the committee voted unanimously to approve the motion.

Chairman Joe Freitas called for a motion to adjourn the meeting at 7:22 pm. A motion was made and seconded to adjourn. Per viral protocol a roll call of each member was done, and the committee approved the adjournment unanimously.

Joe Freitas 6.29.2020. (9th)

Nancy B. Gayle 6/29/20

~~Robert ...~~ 6/29/20

Michael K. Hamilton