DEPT./BOARD: Ways & Means Subcommittee Meeting TH1

DATE: Tuesday, March 3, 2020

TIME: 8:00 AM

PLACE: 2nd Floor Conference Room

Budget Reviews:

- Assessors
- Human Resources
DEPT./BOARD: Town Hall 1 Subcommittee

DATE: March 3, 2020

TIME: 8:00AM

PLACE: Town Hall 2nd Floor Executive Conference Room

MEMBERS IN ATTENDANCE:
John Danizio – Assistant Town Administrator / Town Accountant
Jim Doherty – Town Assessor
Whitney Haskell – Town Budget Analyst
Joanne Faust- Human Resource Director
Steve Morin- Assistant Chairman Ways and Means
David Tait – Chair Town Hall 1

Absent: Frank Monaco Town Hall 1

Meeting Purpose:
Discuss 2021 Operating Budgets

Assessor - 141
Overall Budget up 2.02%. Small increase in the Part-time Salaries with step increases. The Patriot Contact was renegotiated last years for 10 years. Contact is level funded. Increase to the Software expense. Mapping services increase as we are now using AP Geo as our provider. The person previously used has retired. It was recommended that our Mapping services which are located in various budget be overseen in the future by one department. The chairman will introduce that topic to the full committee upon their review. We also briefly discussed the expected Warrant article for the Appellate Tax Board defense as it relates to the Macy’s property. More to come when we discuss warrants.
Subcommittee voted 2-0 in support.
Human Resources – 152
An overall budget increase of 0.65%. The Directors salary is split between the Town and Schools at 56%/44%. This has been agreed to for an extended period. The HR coordinator has step increases and all expense line items are level funded. Staff Training (education, Leadership training and customer service) BMEA Education (Set by contacts) and Recruitment/Retention (hiring staff, placing ads, tracking application).
Subcommittee voted 2-0 in support.

Town Meeting and Reports - 113
Level funded at $15,908. The cost of our annual report and for running town meeting.
Subcommittee voted 2-0 in support

Ways and Means Reserve Fund – 115
Level funded at $200,000. This is the committee’s reserve fund for emergency expenditures.
Subcommittee voted 2-0 in support.

Adjourned 8:55 AM

Respectively Submitted;

David Tait, TH1 Subcommittee Chairman

Documents Reviewed:

- FY 2021 Budget Book