**02/10/2021 Paxton Finance Committee Meeting Minutes**

**Members Attending**: Richard Fenton (Chair), Mark Love (Vice Chair), Anthony Domineck (Clerk), Seth Peters, Jennifer Lennon

**Members Not Attending**: June Herron, Tim Linton

**Additional Attendees**: Carol Riches, Peter Bogren

Virtual meeting called to order at 7:01 PM EST.

Virtual meeting adjourned 7:11pm.

* Cost of Living Increase (COLA): Historically COLA is 3%, this year 1-2% is likely what can be afforded. Motion to approve 2% COLA increase by Mr. Love, 2nd Mr. Peters. Approved unanimously.
* Review of FY2022 budgets for individual areas
	+ **Moderator**: Motion to approve by Mr. Peters, 2nd by Ms. Lennon. Approved unanimously.
* **Select Board:** Motion to approve by Mr. Domineck. Discussion: Mr. Fenton noted that COLA increase not yet reflected in this or any budgets. Mr. Love asked for clarification of Earth Day line item. Ms. Riches confirmed this is for Wachusett Earth Day Recycle Center membership. 2nd Ms. Lennon. Approved unanimously.
* **Administrator:** Contractual pay increase reflected. Motion to approve by Mr. Love, 2nd Ms. Lennon. Approved unanimously.
* **Municipal Assistant:** $20k decrease due to position previously shared by 4 departments now primarily Water & DPW. Motion to approve by Mr. Love, 2nd Mr. Peters. Approved unanimously.
* **Town Service Coordinator:** Contractual increase include. Motion to approve by Mr. Love, 2nd Ms. Lennon. Approved unanimously.
* **Finance:** No changes. Motion to approve by Mr. Love, 2nd Mr. Domineck. Approved unanimously.
* **Reserve Fund:** Funded at $40,000, used $5,000 prior year. Motion to approved by Mr. Domineck, 2nd Mr. Love. Discussion: Reminder by Mr. Fenton that this is the only source of emergency funds that do not require a town meeting. Approved unanimously.
* **Town Accountant:** Contractual increase included. Motion to approve by Mr. Peters, 2nd Mr. Love. Approved unanimously.
* **Assessors:** No changes. Motion to approve by Mr. Peters, 2nd Mr. Domineck. Discussion: Per Mr. Love why is the salary for the new assessor the same as the previous assessor? Ms. Riches volunteered to research and respond to the committee. Approved unanimously.
* **Treasurer:** Level funded +$300 for supplies. Motion to approve by Mr. Love, 2nd Ms. Lennon. Approved unanimously.
* **Legal Services:** No changes. Motion to approve by Mr. Peters. 2nd Ms. Lennon. Discussion: Mr. Love asked who submits this budget, would like to see details re: where the money is spent. Per Mr. Fenton can share bills but not case details, will request appropriate details. Ms. Riches confirmed not contract negotiations upcoming. Approved unanimously.
* **Municipal Information Services:** cc Mr. Domineck. Discussion: Mr. Love requested detail about the new software license. Per Ms. Riches it is for new software for online permits. Per Ms. Riches the fee is not contractually guaranteed to stay at $15k annually. Approved unanimously.
* **Town Clerk:** Contractual increase included. Motion to approve Mr. Love, 2nd Mr. Domineck. Approved unanimously.
* **Elections:** Lower due to no Presidential election. Motion to approve by Mr. Love, 2nd, Mr. Peters. Approved unanimously.
* **Registrars:** No changes. Motion to approve by Mr. Love, 2nd, Mr. Peters. Approved unanimously.
* **Conservation:** No changes: Motion to approve by Mr. Love, 2nd Ms. Lennon. Approved unanimously.
* **Regional Planning:** Assessments usually received by mid-February. Motion to approve by Mr. Love, 2nd Ms. Lennon. Approved unanimously.
* **Public Building Property:** Increase in budget for additional cleaning supplies. Motion to approve by Mr. Domineck, 2nd Mr. Peters. Discussion: Mr. Love would like to know what has been spend YTD on building repairs. Ms. Riches will provide the details. Approved unanimously.
* **Insurance and Bonds:** Motion to approve by Mr. Peters, 2nd Ms. Lennon. Discussion: Mr. Love asked why workers comp increased 22%? Per Ms. Riches they did not budget enough in the prior year. Approved unanimously.
* **Town Reports:** No changes. Motion to approve by Mr. Love, 2nd Ms. Lennon. Approved unanimously.
* **Town Clock:**  No changes. Motion to approve by Mr. Domineck, 2nd Mr. Peters. Approved unanimously.
* **Police Department:** Per Mr. Fenton pass over until Police Chief can attend a future meeting to discuss.
* **Dispatch:** Motion to approve by Mr. Peters, 2nd by Miss Lennon. Discussion: Mr. Love requested that this be passed over until Police Chief addresses the committee.
* **Fire:** Per Mr. Fenton, pass over for now. New fire chief will attend a future meeting to discuss.
* **EMS:** Per Mr. Fenton, pass over for now. New fire chief will attend a future meeting to discuss.
* **Building Commissioner:** Motion to approve by Ms. Lennon, 2nd by Mr. Domineck. Approved unanimously.
* **Plumbing Inspector:**  No changes. Motion to approve by Mr. Love, 2nd Ms. Lennon. Approved unanimously.
* **Wiring Inspector:** No changes. Motion to approve by Mr. Love, 2nd Mr. Domineck. Approved unanimously.
* **PSB Operations:** No changes. Motion to approve by Ms. Lennon, 2nd Mr. Love. Discussion: Mr. Fenton suggested pass for now until meeting with Police Chief.
* **Emergency Management:** No changes. Motion to approve Ms. Lennon, 2nd Mr. Domineck. Approved unanimously.
* **Animal Control:**  Vehicle cost increase and increase for new phone. Motion to approve by Mr. Love, 2nd Mr. Domineck. Approved unanimously.
* **Tree Warden:**  Increase from prior year due to underfunded prior year, multiple requests for transfers from reserve fund. Mr. Love suggested pass for now, have Tree Warden attend a Finance meeting to discuss.
* **Highway:** Contractual salary increases, overall budget lower. Mr. Fenton suggests pass for now, have Superintendent attend a future meeting to discuss.
* **Streetlights:** LED lights leading to decreased costs each year. Motion to approve by Mr. Love, 2nd Ms. Lennon. Approved unanimously.
* **Waste:** Contract is out for bid; current budgeted amount is an estimate. Motion to approve by Mr. Domineck, 2nd Mr. Peters. Approved unanimously.
* **Board of Health:** No changes: Motion to approve by Mr. Love, 2nd Mr. Domineck. Approved unanimously.
* **Sanitation Engineer:** No changes. Motion to approve by Mr. Domineck, 2nd Ms. Lennon Approved unanimously.
* **Inspector of Animals:** No changes. Motion to approve by Mr. Love, 2nd Ms. Lennon Approved unanimously.
* **Council on Aging:** Mr. Love abstains. Per Mr. Fenton suggests pass for now, have Cindy Love attend a future meeting to discuss.
* **Veterans Aid:** No changes. Motion to approve by Mr. Love, 2nd Mr. Domineck. Approved unanimously.
* **Library:** Mr. Fenton suggests pass for now, have Library representative attend a future meeting to discuss.
* **Recreation**: Motion to approve by Mr. Love, 2nd Mr. Domineck. Approved unanimously.
* **History:** No changes. Motion to approve by Mr. Love, 2nd Mr. Domineck. Approved unanimously.
* **Debt:** $6,000 decrease. Motion to approve by Mr. Love, 2nd Mr. Domineck. Discussion. Mr. Love requested updated debt schedule. Ms. Riches will get the debt schedule to Finance Committee members. Approved unanimously.
* **Employee Insurance:** $4,000 increase. Motion to approve by Mr. Love, 2nd Mr. Domineck. Discussion: Per Ms. Riches the first ½ of the year is known, 2nd half is an estimate. Expect to know 2nd half of the year by end by January 2022. Approved unanimously.
* **County Retirement:** $90,000 increase. Motion to approve by Ms. Lennon, 2nd Mr. Love. Discussion: Mr. Love asked why so much of an increase? Per Mr. Fenton it is difficult to get details for the county, we have very little ability to push back on these increases. Likely due, at leas in part, to high salary retirements. Approved unanimously.
* **Unemployment**: Reduced to $0. Motion to approve by Mr. Love, 2nd Mr. Domineck. Approved unanimously.
* **Central Purchasing:** No changes. Motion to approve by Mr. Domineck, 2nd Mr. Peters. Approved unanimously.
* Next meeting scheduled for 2/24/21
* Reminder from Ms. Riches that WRSD will be presenting their initial budget discussions on 2/21/21
* Meeting adjourned at 8:22 PM EST

Respectfully Submitted

Tony Domineck, Clerk