

Selectmen's Workshop
Monday, December 12, 2016

Chairman Riley called the workshop to order at 3:35 PM. Present were Selectmen Franklin Riley and Robert Freeman, and Ellen White, Town Administrator, who recorded the minutes. Selectman Richard Morgan was absent-excused. Also present was Kellie Skehan, Town Clerk/Tax Collector.

Skehan discussed the Town book restoration project and grant funding for the project. It was determined by the auditors that the money needed to be raised in order for the grant funds to be expended so a new line item in the Town Clerk/Tax Collector's budget was created. Discussion took place on whether it would be more appropriate to create a separate budget line much like the Police Department's Special Duty Pay or create an Expendable Trust Fund naming the Board of Selectmen as agents to expend similar to how the milfoil grant fund and expenses are handled. White will check with the auditors for advice on how to proceed moving forward. White stated that she also has to verify the official date of the Town's full audit which has been requested for the last week in January.

Discussion took place on wage increases and changes to the health insurance rates as well as the impact of both on the individual department budgets. The Board stated that the Union negotiations are still in progress so final decisions on the wage increases and amount of employee contribution has not been settled as of yet. Riley stated that there will likely be amendments made to all department budgets at the Public Hearing in February.

Discussion took place on the status of the position of the Town Clerk/Tax Collector and whether it be considered as eligible for the same benefits as a regular employee as has been the past practice. Riley stated that this has been discussed and the Board agrees that the position of Town Clerk/Tax Collector will be acknowledged as eligible to receive the same benefits as an employee and an addendum will be added to the Personnel Policy to address this so it is in writing.

Skehan was dismissed at 3:55 PM.

Being no further input, the meeting was adjourned.

Adjourned at 3:55 PM.

Franklin R. Riley, Chairman

Robert C. Freeman

ABSENT

Richard H. Morgan

To be approved 12/19/2016