

**Special Board of Selectmen Meeting
Saturday, February 11, 2006; Town Hall**

Meeting called to order at 9:30 a.m. Present were J. McLaughlin, M. Boord, and R. Primus Edwards.

1000: Board of Finance: M. Boord moved and J. McLaughlin seconded the approval for \$27,210.00. All aye.

1505: Mid State Regional Planning: J. McLaughlin moved and M. Boord seconded the approval for \$4,756.00. All aye.

1506: Middlesex Soil and Water: M. Boord moved and R. Primus Edwards seconded the approval for \$1,600.00. All aye.

1510: Probate Court: R. Primus Edwards moved and M. Boord seconded the approval for \$7,000.00. All aye.

1515: Town Counsel: R. Primus Edwards moved and M. Boord seconded the approval for \$32,000.00. All aye.

1555: Planning and Zoning Legal: M. Boord moved and J. McLaughlin seconded the approval for \$30,000.00. All aye.

The following budgets were reviewed, but placed on-hold (reasons stated below):

1010: Board of Selectman. Obtain information on 1) Postage, ie, why is the amount requested only \$3,000 when all offices should be funding their postage through this line item, 2) Consultants, and 3) The potential relocation of Clerical Wages to the Assessor's budget (J. McLaughlin explained that his new Administrative Assistant is very efficient and he has a reduced need for other staff. Jim also explained that most of the Clerical Assistant's time is spent in the Assessor's office due to the need there). J. McLaughlin also stated he would remove the request for mileage since he pays for his own gas and vehicle.

1015: Board of Tax Review. Obtain information on potential duplication of request (\$495 for both Stipend and Programs).

1020: Tax Collector. Waiting for salary survey.

1030: Town Clerk. Waiting for salary survey.

1040: Town Treasurer. Waiting for salary survey.

1500: Assessor. Budget not submitted. J. McLaughlin will notify the Assessor's office

that a budget needs to be prepared.

1520: Building and Health. Calculation errors discovered under wages. Budget needs to be redone. In addition, rental for space in Fair House for Resident State Trooper is in this line item and probably should not be (Health Director's office no longer at Fair House). Should follow up on this as well as why \$3,000 is needed for Hepatitis B shots when very little was spent on this item previously.

1525: Finance Department. Finance Officer requested 10% increase in wage because other positions at Town Hall have received increases over the years, but not this position. M. Boord and R. Primus Edwards clarified that the Finance Officer has been given an increase in the number of hours. Several questions need to be answered regarding the job description for the Finance Officer.

1530: Town Counsel Litigation. J. McLaughlin will request information from Martin French regarding funds needed for foreclosure litigation.

Three meetings for budget review were scheduled: February 18 (9:00 am, Town Hall), March 1 (7:00 pm, location to be determined), and March 11th (9:15 am, Town Hall).

R. Primus Edwards moved and M. Boord seconded to adjourn at 11:50 a.m. All aye.

Respectfully Submitted,

Renee Primus Edwards