

Advisory Finance Committee: March 22, 2022 Meeting Minutes

On Tuesday March 22, 2022 a joint meeting was held with the Petersham Selectboard for Fiscal Year 2023 Budget review with general discussions of the overall budget schedule and any additional information as available. Advisory Finance Committee Members present at this meeting were; Richard Cavanaugh, Mark Bishop, Jim Dowd, Tally Lent and Sandy Page. The AFC opened their meeting at 6:00 p.m. Budgets scheduled to be reviewed were to include the Town Accountant, Town Clerk, Treasurer, Fire Department, and additional Selectboard budgets.

The Committees first met with the Town Clerk, Diana Cooley. She discussed her 3 budget sheets with the Committees and stated the biggest increase in her budget was in the Elections Sheet. The increase was needed to cover 4 elections in FY23 (2 more than in an average election cycle) as well as the additional cost of postage and items involved with early voting. The Town Clerk also stated she would be submitting a CIPC item to continue her work of archiving the Birth, Death, and Marriage Books.

The Committees then met with Dana Robinson representing both the Fire Department and as the Town Treasurer. As The Town Treasurer Dana discussed his budgets and stated the major increases were in the postage line item as well as increases in County Retirement. The increases in the Fire Department Budget were in the areas of: payroll due to a 25% increase in the medical call volume, postage, equipment repairs and fuel.

Budgets also Reviewed by the Committees were as follows:

- Town Accountant: increase in office supplies and in number of hours for the Clerk.
- Tax Collector: Level Funded
- Building Inspector: This position is shared by 4 Towns. The Regional assessment that includes salary, mileage, insurance and retirement had an increase. Additional an increase in the Clerk's hours was requested.
- Board of Health: Level Funded
- Planning Board: Level Funded
- Historic District Commission: Level Funded
- Historic Commission: Level Funded
- Town Hall & Office Building: Level Funded
- Council on Aging: Level Funded
- Health Insurance: Included a 7.5 % increase
- Transfer Station: Increase for Hauler's fuel, mileage, production of trash bags, and wages to reflect the new wage standards.
- Open Space and Recreation: Level Funded except and additional item requesting funds required to update the OS&R plan
- Emergency Management: Level Funded
- Veterans: Provided a FY23 Budget and Benefits Projection

A Discussion was held on possible items for the Special Town Meeting held directly before the Annual Town Meeting on June 6, 2022 to close out any FY22 items as necessary. The Snow and Ice budget will be one that will need to be on the STM Warrant. An additional item discussed was possibly the funds for the previous Police Chief's Retirement Package.

The next regular Selectboard and Advisory Finance Committee meeting date is scheduled for Tuesday, March 29, 2022 at 6:00 p.m. Marc Bishop made a motion to adjourn and Jim Dowd seconded it. All members were in favor. The AFC adjourned their meeting at 8:30 p.m.

Respectfully Submitted;
Sandy Page
Approved 3/29/22