

**Board of Selectmen  
Budget Work Session  
Meeting Minutes  
November 15, 2022**

Present: James Bailey, Chairman; Iris Campbell, Selectwoman; Richard Pelletier, Selectman; Laura Buono, Town Administrator

In Attendance: Robing Payson, Ernie Butler, Ken Stafford, Riche' Colcombe

Chairman Bailey called the meeting to order at 2:00 p.m.

**1. LAND USE PROPOSED BUDGET**

Robyn Payson presented the Planning Office budget touching upon some of the differences from last year.

- A. Legal expenses increased by \$5,000 because of increased usage.
- B. A large format printer has been added in the amount of \$899, the cost for ink is \$289.
- C. GIS Line includes the cost for (2) classes one for \$1,640 and the other for \$2,400.

**2. WAGE INCREASES & HEALTH INSURANCE**

Ms. Buono explained all the budgets have a 2.5% cost of living increase for non-union and depending on the union contracts. There are also step increases included as well. Ms. Buono also used 5.5% increase for health insurance as of July 1<sup>st</sup>. Selectman Pelletier asked how much do the employees contribute toward health insurance? The answer was 11%. Ms. Buono explained the wage increase process to Selectman Pelletier.

**3. FIRE DEPARTMENT PROPOSED BUDGET**

Fire Chief, Ken Stafford presented his budget pointing out the differences.

- A. Contract Services is showing a \$5,839 increase based on per capita.
- B. Payroll is increased because of needed adjustments.
- C. Chief Stafford and Ms. Buono explained the capital reserves and equipment purchases to Selectman Pelletier.

**4. HIGHWAY DEPARTMENT PROPOSED BUDGET**

Road Agent, Ernie Butler presented his budget highlights.

- A. There is one big reduction in this budget because a piece of equipment was paid off under the Equipment Lease line.
- B. Quotes for a 10-wheeler are being considered.
- C. Prices have been gathered for the East Washington Road bridge. At the end of this year the Town will be receiving \$212K for bridge aid. Another \$60K will be needed from taxation.

**5. CONSENT AGENDA**

Chairman Bailey moved to approve the Consent Agenda for November 15, 2022. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

**6. SIDEWALKS**

There are some materials for the sidewalk that will need to be decided upon. Ms. Buono will forward a map to the Board so they will be able to make that decision.

**7. PARKS COMMITTEE**

Ms. Buono said that Tammy McClure would like to be appointed to the Parks Committee.

Selectman Bailey made a motion to appoint Tammy McClure to the Parks Committee. Motion was seconded by Selectman Pelletier. All were in favor, the motion passed.

**8. ADJOURNMENT**

Chairman Bailey moved to adjourn at 4:04 p.m. Motion was seconded by Selectman Pelletier. A vote was taken. Motion passed unanimously.

A true record

Mary Whalen  
Transcriber

Date: \_\_\_\_\_

Approved by:  
Hillsborough Selectboard

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James C. Bailey, III, Chairman

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Iris Campbell, Selectwoman

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Richard Pelletier, Selectman