

**Board of Selectmen  
October 19, 2020**

**Present:** Mark P. Duffy, Chair; Richard C. Edwards; Kenneth G. Fifield; Dino A. Scala, Town Administrator; and Toni Bodah, Secretary.

Department Heads/Committee representatives were present as indicated below. Chuck Robbins observed the session for a brief time. Mr. Duffy called the meeting to order at 5:05 p.m., the purpose of which is to continue review of the proposed 2021 municipal budget.

**Heritage Commission – Phil Twombly**

Mr. Twombly referred to several minor increases/decreases compared to the 2020 budget. He advised that the heat must run at the museum during the winter in order to preserve the artifacts. The building is not insulated, although the Commission has discussed accomplishing that. The Board members were in agreement that insulating the building would be cost-effective. **Mr. Fifield moved the section total at \$14,453. Mr. Duffy seconded the motion, which passed 3-0.**

**Cemeteries – Phil Twombly and Dave Tibbetts**

The Cemetery Trustees are requesting level funding. Mr. Twombly advised they will seek a \$10,000 appropriation for the Cemetery CRF to replace what was spent this past year. **Mr. Fifield moved the section total at \$34,510. Mr. Edwards seconded the motion, which passed 3-0.** A brief discussion followed regarding the occasional resale of burial lots.

**Building/Code – Victor Vinagro (via telephone)**

All salaries are now included in this budget, rather than being split between this budget and Land Use. **Mr. Fifield moved the section total at \$154,507. Mr. Edwards seconded the motion, which passed 3-0.**

**Land Use – Victor Vinagro (still via telephone)**

Discussed current roles vs. division of responsibilities that occurred in the past. It is possible that we will need to have a separate Land Use clerk in the future. Mr. Vinagro anticipates that Larissa Mulkern will be able to take on more responsibility as time goes by. He added that if he had a deputy for 32 hours/week, the department could handle everything. If that position is not forthcoming, a part-time Land Use clerk may be needed (depending upon how busy the department gets). **Mr. Edwards moved the section total at \$13,002. Mr. Fifield seconded the motion, which passed 3-0.**

**Conservation Commission**

Mr. Scala spoke for this budget request. The Commission is proposing a \$500 increase in the Educational Sponsorship line. COVID did not allow participation in the program in 2020, so the Commission will be pushing for increased participation in 2021. **Mr. Fifield moved the section total at \$4896. Mr. Edwards seconded the motion, which passed 3-0.**

**Police Department (revisit)**

It has been confirmed that no administrative personnel receives holiday pay; therefore, the Holiday line (01-42101-190) can be reduced to \$27,842, bringing the new section total to \$978,394. **Mr. Fifield moved the revised section total at \$978,394. Mr. Duffy seconded the motion, which passed 3-0.**

**Sewer (revisit)**

The NHRS line (02-43211-240) was adjusted to reflect the new mandated contribution rate. The line is now \$5511, bringing the revised bottom line to \$128,059. **Mr. Edwards moved the revised section total at \$128,059. Mr. Fifield seconded the motion, which passed 3-0.**

**Legal – Dino Scala**

**Mr. Edwards moved the section total at \$15,001. Mr. Fifield seconded the motion, which passed 3-0.**

**Personnel Benefits – Dino Scala**

The \$200,000+ increase is mostly a result of an error in calculating the 2020 Health Insurance line, combined with a 6.4% increase in plan cost for 2021. Mr. Scala will be speaking with our representative regarding other options. It is possible that the percentage paid by the Town/employees could be adjusted. **Mr. Fifield moved the section total at \$1,365,772, with the understanding that the section may be revisited in the future. Mr. Duffy seconded the motion, which passed 2-0 (Mr. Edwards having left during the discussion).** The Board directed that the Explanation column for the health insurance line should indicate the amount of miscalculation for 2020.

**Town Hall – Dino Scala**

**Mr. Fifield moved the section total at \$58,265. Mr. Duffy seconded the motion, which passed 2-0.**

**Insurance**

**Mr. Fifield moved the section total at \$120,224. Mr. Duffy seconded the motion, which passed 2-0.**

Mr. Scala provided a comparison of the 2020 budget vs. the proposed 2021 budget (without warrant articles). The increase is approximately \$237,000. The Board considered whether to make a recommendation on the Outside Agencies' requests. Mr. Fifield stressed the importance of mental health providers at this time. It was ultimately decided to send the proposed budget to the Budget Committee without recommendations for the Outside Agencies' requests, as those individual groups will make presentations to the Committee directly.

There being no further business, the meeting adjourned at 6:35 p.m.

Respectfully submitted,

Toni Bodah, Secretary

Approval of Minutes:

  
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Mark P. Duffy, Chair

  
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Richard C. Edwards

  
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Kenneth G. Fifield