



**Town of Sherman
Board of Selectmen Meeting
Mallory Town Hall
Pre Budget Meeting
Saturday, March 2, 2013**

Attendees:

Clay Cope, First Selectman Andrea O'Connor, Selectman Chris Jellen, Selectman

Call to Order:

Meeting is called to order by First Selectmen Cope at 9:03am conference room Mallory Town Hall.

I. Parks and Recreation: Fran Frattini, Chairman and John Wrenn, Director

- Mr. Wrenn stated the supply page is basically the same. Last year they had requested pavilion \$600 for maintenance and winterization. It was the first year, so this year it may be used more. So we may see more in expenses (repairs, maintenance, etc.).
- Mrs. Frattini stated that there are some repairs that need to be done, i.e. lights.
- First Selectman Cope asked if they had gotten a quote yet because depending on what the extent of repairs are it could easily use up the \$600.
- Mr. Wrenn stated that they had not and they were hoping it was just the fixture.
- Mr. Wrenn stated the basics haven't really changed in the last ten years. Next is the salaries: He left the Director's salary blank because that is up to the board. The rest are normal raises: the camp directors are \$10 a week, \$60 for the summer and the counselors are \$5 a week, \$30 for the summer.
- Mrs. Frattini stated that they had increased the number of counselors however. So this is why the number is a little higher. The budget reflects what they had done last year because they had to hire an additional counselor last year.
- Mr. Wrenn stated that the lifeguards are about the same, increased \$.25 an hour. Selectman O'Connor asked how many lifeguards do you hire. Mr. Wrenn stated that they like to hire about a dozen; some part-time some full-time.
- Mr. Wrenn stated that they have two swim instructors. Last year swim lessons were lower but they are projecting as if it were normal. Selectman Jellen asked if they knew why it was lower. Mr. Wrenn stated that you never know why. Mrs. Frattini suggested that the numbers of small children may be declining.
- First Selectman Cope asked about the utilities line, should it be increased. Mr. Wrenn stated from what he had looked at from Liz he didn't think he needed to. First Selectman Cope stated it was something to think about because they are expecting an increase in this area. Mrs. Frattini asked if that was because the price for specific utilities are increasing. First Selectman Cope stated that it was. Mr. Wrenn stated that a 4% raise on that item may kick it up to \$100.
- First Selectman Cope asked about portable toilets; why did that increase. Mr. Wrenn stated that we have to have handicap accessible portable toilets and they are more expensive.

- First Selectman Cope asked about the Red Cross, there is a decrease. Mr. Wrenn stated that it depends on who we get as a swim instructor. Sometimes the kids have to get certified, sometime they already come in certified.
- Mr. Wrenn stated that last year they had asked for \$3000 for the concert series but it was reduced to \$1500. They had 4 concerts, they had to pay out of their checking account for the last concert. First Selectman Cope asked about how it could be better advertised. Mrs. Frattini stated that they are getting a sign, putting in the paper, etc.
- First Selectman Cope stated that he saw that SPARK went up and that supplies is a new line. Mr. Wrenn stated that two days a week they go over 20 kids. It's is getting popular or people are getting back to work and they are needing the service. He added that because it is getting bigger he added in supplies for SPARK. In the past he has absorbed the cost from other areas. Selectman O'Connor asked if the revenues continue to offset the costs. Mr. Wrenn stated that yes, they were holding up. In fact, he told the directors that when they hit 20 they should bring in a second counselor.
- First Selectman Cope asked if they should move to revenues.
- Mrs. Frattini had a question about the surcharge of \$50 for the boat mooring, should they continue with it. Mr. Wrenn stated that the budget number only reflects \$900, it does not include the \$50 surcharge. First Selectman Cope stated that he thinks they should continue with the surcharge. Selectman O'Connor stated that the intention was to put that money away for repairs to the moorings and that there is a limit of how long you can continue to surcharge without doing something. This something to consider in conjunction with the capital fund. Mr. Wrenn stated that the other consideration is that there are still approximately 10 openings, but hopefully as we get closer to the boating season it will fill up. They have advertised.
- SPARK: Mr. Wrenn is expecting to stay the same. He doesn't want to over anticipate but if they can get \$25,000 that would cover cost.
- Pavilion: These are fees for any use of the pavilion; birthday parties, etc.
- Selectman O'Connor asked if they could go back to the moorings. The figures that you estimated for 13/14 does that include the surcharge. Mr. Wrenn stated it does not. They have 57 slips at \$900. The surcharge would add about \$2600. Selectman O'Connor stated that it would go someplace else then.
- Junior Camps: First Selectman Cope stated that the fees went up, but Mrs. Fattini and Mr. Wrenn stated that they had not. They did not raise any fees.
- Capital Improvement: Mr. Wrenn stated they were approximate totals, they were good last year and should be close to good this year. It is four years to complete the docks. This would complete them and then of course the boardwalk needs to be repaired and would do that a quarter at a time. Mrs. Frattini stated that they are only asking half of what they take in for the dock replacement. It is a little more with the boardwalk. So with the surcharge and plus a portion of what we take in should give us enough to do this.
- Beachhouse Repairs: Mrs. Frattini stated that they have a window that they can use for the front. They were hoping that they have enough this year to deal with that then move forward next year. This would be an ongoing project instead of all at once.
- Barbeques: Requesting two to replace the rusted ones in the park. It was discussed that one replace the one in the park and then one up by the pavilion.
- Salaries: Maintenance is usually a part-time person who does odd jobs.
- Selectman O'Connor asked about the mower. Mrs. Frattini stated that she had spoke with Don Borkowski before the meeting and they were wondering if it would be coming out of capital non-recurring. Selectman O'Connor stated that it may not and that it may need to be split in between the

two departments. Mrs. Frattini agreed. Mr. Borkowski stated that is what he needed to know, if it is an 80/20 split, etc. Selectman Jellen stated that he would prefer it to stay in Mr. Borkowski's equipment budget.

- Selectman O'Connor wanted to know more about the pavilion. She wanted more information on the operating expenses. Mrs. Frattini and Mr. Wrenn stated that it includes the electricity, the cleaning and supplies. Selectman O'Connor asked about the cleaning, who does that. Mrs. Frattini and Mr. Wrenn stated that it was the maintenance person and that it is done every day except Sunday. Selectman O'Connor asked when the pavilion was open. Mrs. Frattini and Mr. Wrenn stated that it was open from 8am to dusk with a maximum of 8pm, unless there was a specific request was made; i.e. by the Boy Scouts, etc. The season starts May 1st and ends November 1st. Selectman O'Connor asked if the maintenance person is there from May to November. Mrs. Frattini and Mr. Wrenn stated that after September 1st it is usually only weekends because school has started. A key is needed after that point to open the bathrooms when the pavilion is in use.
- Selectman Jellen asked about the total is crossed off. First Selectman Cope stated that they had created this sheet. Mr. Wrenn stated that he must have given the wrong sheet. Pavilion numbers were on separate pages, that was the difference.
- First Selectman Cope asked about publicity for the concert series. Mrs. Frattini stated that they would absorb that through their own account.

II. Sherman Volunteer Fire Department: Chris Pitcher, Chief and Jim Reilly, President

- Mr. Pitcher started with a budget history by stating that, with the budget that has been given to the fire department in the past, the cost of operation have not been covered. This has left the fire department to cover the balance through fundraising. He stated that the fire department wanted to present a complete budget for the good of the department and the town. He stated that he would cover the reasons why the department cannot continue covering the shortfalls. He also stated with the construction of the building the department agreed to put up \$100,000. The department has added an additional \$25,000 to the project that could have been used elsewhere. He added that items have sat in the PODS for several winters where it was only suppose to be 10 months. There are several repairs that have been done, plus additional items that needed to be added to the building. The department has had to reduce what they were planning to purchase. For example they had planned to purchase all new tables and chairs for the meeting room, but with having to pay for storage they feel they have been throwing money away. He added that the department feels that they have been spending more and getting less because these was no benefit to these expenses. He added that realistically they have lost around \$35,000 in fundraising by not being able to sell Christmas Trees and holding pancake breakfasts. The department holds 4 a year and has not been able to do so. This adds up to about \$150,000 out of our the departments treasury. As far as the economy, like anyone else, they have seen a decrease in donations and as well as in the fundraising. He stated that with anything else the cost of things have increased. The last ambulance they purchased was \$140,000, the estimate on the new ambulance is about \$250,000. The older fire trucks were \$150,000 to \$200,000, now they are looking at \$500,000. He stated that they department spends money out of their budget to try to improve the service provided to the town. For instance, last year the department put \$15,000 into upgrading the tanker to extend the usable life of the tanker. This year they spent \$35,000 on new stretcher and auto lift for the ambulance. The stretcher makes it safer for the patient as well as the EMT's. They have also done some small upgrades on engine 3. He stated that the department is consistently spending money to keep them moving forward. Since 1999 they have purchased a tanker, ambulance, Brush 4 and gator through a grant, utility vehicle and Marine 7. Engine 5, the Town gave the department \$325,000 toward the

purchase in 2010, but it cost \$363,000 and when everything was completed it was \$420,000 so the department put quite a substantial amount of its own money in.

- Mr. Reilly wanted to comment on the 80/20 agreement. The Town will be paying 80% and the department 20%. That includes all the equipment not just the truck.
- Mr. Pitcher stated that as far as members time constraints, they have 30 active members that have all taken a Firefighter 1 and/or EMT. Firefighter 1 is 180hrs course and EMT is a 200hrs course plus 24hrs every two to three years. About half of the members have completed both. Most active members do 75-100 calls, each call averages 1-1/2hrs, drills are 2hrs week and then committees. The average is about 200 to 250 donated hours annually not counting courses to get certified. This is about 4000 man hours of service to the town. Then the last couple of years with the hurricanes and snowstorms they have been manning the firehouse during those times. He stated that they cannot afford to continue asking the volunteers to do further fundraising to just simply offset the budget. These are the reasons for the increased budget. Please keep in mind that our members have full-time jobs and families outside the department. The options for not increasing the budget are; falling behind on our public's safety or risk our members safety. The fire equipment has about a 10 year life on it. EMT equipment also has a finite life on it.
- 023-02 Fire Supplies: raised \$1,750 - potential purchase of new gear. Firefighter gear costs \$2,500, EMS gear costs \$1,000-\$1,500. Need new manifold for eng 3 and a new chain saw.
- 023-12/13 Fire Prevention and Continuing Ed: They feel this is appropriate.
- 023-14 Public Education: New line to cover classes for town employees, teachers and residents for CPR, Stroke Awareness, etc. To benefit the town as a whole.
- 023-21 Property Repairs: New line to cover cost of repairs to new items added to the building; i.e. the phones, appliances.
- 023-22 Dues and Contracts: Increased \$700 to cover annual maintenance on new stretcher and hurst tool along with medical waste removal.
- 023-23 Equipment Replacement: Increased \$7000 to offset cost of replacement of gear for current members. They also have 2 AED's and an airpack. It is \$5000 for a complete airpack and they have a 15 year life. The department has 14 and would like to replace at least one a year so as not get hit all at once. They also have to be sent out to be recertified every 5 years.
- 023-24 SVFD Physicals and Vaccines: This is a safe number to stay at.
- 023-25 Radio Repair/Replacement: Increased \$6,000 to replace a few portable radios and pagers.
- SVFD Vehicle Repairs: Increased \$15,000 to cover the rising cost on an aging fleet. Annual DOT fees.
- 023-64 EMS Supplies: This should be sufficient.
- This raises the departments operating cost to \$99,600.
- First Selectman Cope asked what the estimated cost was of the new table and chairs that they had looked at about 3 years ago. Mr. Reilly believed it to be between \$35,000 and \$40,000.
- Capital Improvement Request:
 - Replace Engine 1 (24 years old) with a new rescue truck. A committee is looking into this purchase, possibly combining two vehicles into one or consolidating purchase with another vehicle that may save money.
 - Option 1: Believes this to be the less desirable option. Replace in 2013 Engine 1 and then the ambulance, utility vehicle then in 2017 Engine 2.
 - Option 2: 5 year plan includes Engine 1, utility truck, ambulance and Engine 2. Looking at \$1,115,000 with the towns portion being \$892,000 and that works out to \$174,000 annually.

- The committee is leaning toward the combination of the two vehicles, believing this would save the town money. They would like the Board to consider the \$280,000 this year then next year the balance of the purchase of the rescue pumper. A pumper would cost \$500,000 then a rescue truck \$300,000. They are confident they could get combination rescue pumper for \$550,000. This would bring down the 5 year plan to \$865,000 with the towns portion being \$692,000, \$138,000 annually still replacing the ambulance and utility truck by 2017.
- Kathy is looking into grants for the ambulance.
- It takes 10 months to build a truck so it would fall over 2 budget years.
- First Selectman Cope asked about further grants for trucks. Mr. Pitcher stated that Kathy was looking into grants for the ambulance, they have submitted one for the airpacks. They are totaling willing to apply for a grant for the truck and will look into it.
- Selectman O'Connor understands the departments long term needs and those costs associated. Yet, she is also hearing the immediate needs of some of these vehicles and that maybe option 2 may not work because of those immediate needs.
- First Selectman Cope asked for a copy of the rational that Mr. Pitcher had with the requests. Mr. Pitcher will email it.
- Selectman O'Connor stated that she wanted to thank Mr. Pitcher for all the considerations and times that he and the department put into the budget.

III. Parade Committee: Chris Pitcher, Chairman

- The SVFD is taking over the parade this year. After reviewing the budget for the previous year(s) they are requesting to keep it the same and they are looking forward to continuing what Edna and the other ladies have done.

IV. Candlewood Lake Authority: Larry Marsicano, Executive Director, Phyllis Schaer, Sherman Delegate and Howie Berger, Chairman

- Mr. Berger stated that they are coming to the Town with a budget that is \$500 less than what they had asked for last year. CLA deals with public safety on Candlewood Lake, invasive species, water quality, etc. They are also educating children or more about the importance of monitoring and taking care of the lake.
- Mr. Berger stated that their budget has been cut every year. That no town has fully funded their budget(s) that they have requested in the past. He is asking that the their budget not be cut this year. They are fundraising also.
- Mr. Berger stated that Candlewood Lake is a FERC lake and is run by First Light who has stated that they are a "for profit" company and they are not making money.
- Mrs. Schaer stated that they would like to partner with the town(s) to improve their buying power. Pairing with CIRMA has helped, possibly looking at employee benefits, using the town attorney instead of using an outside attorney. Also, possibly looking at if their fuel could be purchased through the towns contract to reduce cost. To exam a way to resource share to help keep our cost down to the town.
- Mrs. Schaer stated that the Lake is our major resource and we have to protect it.
- Selectman O'Connor wanted to make First Selectman Cope aware of a calculation on the spreadsheet. The increase on line 24-28 is incorrect.
- First Selectman Cope asked for fuel numbers from CLA to review. Mrs. Schaer stated that they would pay their fair share, they are just looking to possibly get a discount.

V. Sherman Library: Millie Loeb, Director; Karen Cushnie, President; Joan Laucius, Vice President and Christine Lent, Board Member

- First Selectman Cope stated that they were all excited to see the progress on the Library. He asked Ms. Loeb if she would like him to read her letter into record.
- Selectman O'Connor stated that she didn't think that the letter needed to be read in as no other letters had been read in. The letter was not read in.
- Ms. Loeb stated that this coming year is a transitional year for them and is expecting to be fully operational by late summer/early fall. They are respectfully applying for a grant of \$125,000 from the Town. The rest will be raised by the Library and of course, they will be relying on the volunteers.
- They have had couple of transitional years and it is a little tough. They will be going for as many grants as they can. They will be reestablish relationships and fundraising. They are looking forward to the Boards support in helping them out with this transition.
- Ms. Loeb wanted to discuss some of the expenditures. They had contacted their suppliers and vendors to come up with the best estimate of these costs. They are going to work very hard to keep costs down and some of the costs will remain constant. The main areas that will be increased are fundraising/community outreach because they expect to do more of that, the heat/electricity they will not be using oil, insurance and maintenance for the building.
- They advised not to compare the budget for this past year and even the prior year on the revenue with this budget.
- Selectman O'Connor stated that this project was sold as not having any increases.
- Ms. Loeb and the others stated that they never said that. The only thing they had stated was that there would not be an increase in personnel. In fact, at the referendum a question was asked about the potential increases and they had stated that it would probably be about a 10% increase. At that time they were still gathering information. They believe what they had said was they weren't going to expect the town to absorb the increase beyond what they would normally bring to the table. That it would still be shared.
- Ms. Loeb spoke to the increase in payroll of 3%. Adult programs: she expects some expenses. Children's programs expecting to be the same. Still continue to have 2 line for the phone.
- Ms. Loeb hopes that the BOS appreciates all that was considered in this budget.
- Selectman O'Connor asked if this was the first time that reserved funds were used to balance the budget, the planned use. Ms. Loeb had stated that it was and they are working hard to replenish any funds that they have used.
- With it being a transition year they wanted to present a realistic budget. They could have just balanced it but thought it better to present a realistic budget.
- Ms. Loeb asked that the request for \$125,000 be granted this year.

VI. Town Clerk:

- First Selectman Cope stated that she had no increases that he was aware of and asked if anyone had questions.
- Selectman O'Connor stated that she did not, that the Town Clerk runs a very tight ship.

- * Selectman Jellen asked about when the union contracts were to take place. First Selectman Cope said the contract expires in June. Selectman O'Connor stated that negotiations take place in April. She also added that she believed any discuss of salaries should be discussed in executive session.

VII. Public Works: Donald Borkowski, Supervisor

- 028-01 Public Works Salary: As Selectman O'Connor mentioned that will be discussed in union negotiations

- Supplies: Added \$5,000 for safety cones, barrels, vest, signage, hand tools, etc.
- Continuing Education: Is random drug testing. No change.
- Road Maintenance: Added additional \$15,000 for materials for construction.
- 028-24: Line that is rarely used. It is for shop supplies, etc. Selectman O'Connor and first Selectman Cope stated that this line is Physicals and Screenings. This is where the random drug testing should be placed and then the continuing ed line is the one that is rarely used. First Selectman Cope stated that he would have Liz change that.
- 028-25 Repairs and Replacements: This was discussed at BOS meeting on February 28th. He is adding an additional \$750.
- 028-26 Truck Repairs/Maintenance: He has reduced this by \$5,000 simply because of the new truck so he is hoping there will be less in repairs and maintenance.
- 028-27 Equipment: Added an additional \$15,000 for new mower for the town.
- 028-28 Contracts/Services: Added an additional \$10,000. Anticipated road grating and adding back in the crown. Dirt road require more maintenance than paved roads. Cleaning roads and the catch basins.
- 028-29 Gas/Oil: This has increased to \$5,886, roughly an 8% increase.
- Overtime: Will stay the same. Most of the guys have elected to take comp time.
- Part-Time: Unchanged.
- Winter Maintenance: Unchanged.
- Replacing truck 2 or truck 3, 3 is inoperable and is in the process of trying to be sold. Truck 2 is on its way to failing. The estimates so far to replace a truck is about \$225,000. Mr. Borkowski would like to stay with the International line of trucks for ease of parts/maintenance. A 1987 Loader and the chipper will need to be replaced. With a new truck it will help the maintenance line. \$7,000 in maintenance was done on truck 2 last year.

VIII. Tree Warden:

- 044-13: Stipend was put in for an additional \$150 above the \$500.

IX. HVCEO

- First Selectman Cope stated that there is no increase on their membership. He stated that Selectman Jellen have attended their meeting, as does he and feels that they are beneficial.

X. COST

- First Selectman Cope stated they are flat; no change. First Selectman Cope stated that he thinks it is important to be a member.
- Selectman O'Connor stated that they are a good advocacy group for the smaller towns.

XI. CCM

- Selectman O'Connor asked that Ruth or Liz to give CCM call.
- First Selectman Cope stated that they had elected to drop this from the budget last year.
- Selectman O'Connor believed this to be a mistake because we can use them when setting policies. She stated that when you want to look around at what others are doing you can get a . They
- \$2,000 membership has an immense value.
- First Selectman Cope stated that he would reach out to them for their appeal letter.
- Selectman Jellen added that the educational value is great. He had attended a class where they had an entire town present. They had stated if a town had enough interest they would be willing to bring the program to that town. We could have all our Town employees attend, including Commission members.
- First Selectman Cope stated that he is still on the CCM email list even though we are not a member and had read that email. He had stated that that was a good point by Selectman Jellen.

XII. HVA

- First Selectman Cope stated that we did not fund that last year and they are requesting \$250.
- First Selectman Cope asked Selectman O'Connor to speak the value of HVA. She stated that they had advocated for us with regards to when we were engaged in purchasing the easement on Town Hill. She stated that you could not have a federal grant running through a state grant. So we were able to change legislation, with HVA's help, so that pass through grants did not deny access to open space grant from the state.
- Selectman O'Connor stated that was a one shot deal. She felt that because of their support that year it was important to donate in that year. She hasn't seen anything else that, directly or indirectly, benefits the town. She stated that it's not a lot of money, however, she not sure it's money well spent. She suggests leaving in the budget at this time and when finalizing the budget cutting it.

XIII. Northwest Conservation District

- First Selectman Cope and Selectman O'Connor stated they would like to keep in the budget.
- Selectman O'Connor stated that she learned through Trish that they could be helpful in the Housing Commission efforts.

XIV. 911 Service Contract

- First Selectman Cope states that it is an increase based on our expanding population from \$3,574 to \$3,618. He believed that we have no choice. Selectman O'Connor agreed.

XV. Police Protection

- First Selectman Cope stated that again we really don't have a choice but to follow this. He did want to state that Resident State Trooper, Michael Saraceno does not put in for a lot of overtime.

XVI. Animal Control

- First Selectman Cope stated that we had not received their request. He suggested leaving it flat until they hear from Animal Control.
- Selectman O'Connor asked if Bill Stuart had talked to First Selectman Cope. First Selectman Cope stated that he had not heard from Bill Stewart.
- Selectman O'Connor stated that this is a regional consortia, and we are part of that. She suggested that First Selectman Cope call him because there were some major issue going on with that group.
- Animal Control's request was found, no header was present on request.
- First Selectman Cope stated that they are requesting 2% increase, the same as last year. He also stated he will reach out to Bill Stewart because there is no explanation/detail given as to why they are requesting this increase.
- Selectman O'Connor asked that when the details are given she would like a copy.

XVII. Collections/Recycling

- First Selectman Cope stated there is a decrease of 3.81% due to the New Milford annual fee reduction.
- Selectman O'Connor asked if the Lostocco refuse services will include the pick up at the Firehouse when it starts operation because that is a town expense and we should know whether we will have a bigger expense.
- First Selectman Cope will look into that.

XVIII. Veterans Center

- Selectman O'Connor stated that they don't put in a request.
- First Selectman Cope stated that Ruth had said they had not submitted as of yet, she was reaching out to Bill Butts.
- First Selectman Cope stated, Line 30-44 Veterans Center on page 4 at top.

- Selectman O'Connor stated that a veteran goes to the center in Danbury for counseling, advise, etc, then at the end of the year we are charged for that service. They tell you how many and who they serviced, it something our veterans use on an at health service. This is a good service.
- First Selectman Cope believed the \$100 to be a great value.

XIX. Probate

- First Selectman Cope line 38-28, page 4. 0% increase.
- Selectman Jellen asked for clarification about the \$288 for Adkins film storage.
- Selectman O'Connor stated that all the records have to microfilmed.

XX. Cemeteries

- First Selectman Cope stated they are requesting the usual \$100 for flags, leaving that in, correct.

XXI. ARC

- First Selectman Cope stated that he believed that we did not fund it last year, but will double check. He also stated that through conversations with Beth, that in fact, Social Services does use this service.
- First Selectman Cope suggested leaving the \$1,000 in the budget and when the BOS speaks with Beth during the Social Services session discussing it further.
- Selectman Jellen said that is great and he would like to hear more about that from Beth.

XXII. PPAC

- First Selectman Cope stated that it is a very nominal fee of \$30, but is there value here.
- Selectman O'Connor stated she felt that it's a question to be asked of Ruth or Liz, the purchasing agents of the town.
- First Selectman Cope will speak with Ruth and Liz.

XXIII. FISH

- First Selectman Cope stated that they are requesting \$750.
- Selectman Jellen asked where the line item is.
- Selectman O'Connor stated that FISH is under the transportation grant for senior transportation. That it is under the senior budget, under various.
- Selectman O'Connor asked First Selectman Cope if he had submitted for the new grant through HVCEO, transportation grant for senior transportation. First Selectman Cope stated that it is under way.
- Selectman O'Connor stated that part of what we do is use FISH services as an in kind contribution in that grant and because we use them, we give them this \$750 grant to recognize that and to help of set their expenses.
- First Selectman Cope stated that it is line item 39-26, senior center trip expenses. We know the value of FISH and do not want to change that.

General Discussion:

- First Selectman Cope asked if there was anything else before the meeting is adjourned.
- Selectman O'Connor asked when they will receive the budget packet for the next meeting.
- First Selectman Cope stated that he would have them ready on Tuesday.
- Selectman Jellen asked that Ruth give them a call when it is ready.
- Selectman O'Connor also asked about the conflict in the schedule with P&Z, she would have liked to attend that meeting also.
- First Selectman Cope stated that the BOS would met here at Mallory Town Hall and that P&Z decided to go to the Old Town Hall for their meeting.

Adjournment:

Adjournment for the special meeting was called by First Selectman Cope at 11:30am; all in favor.

***Reopened:**

Meeting was reopened by First Selectman Cope at 11:33am.

Town Clerk:

- Carol Havens submitted her request for a raise.

Adjournment:

Adjournment for the special meeting was called by First Selectman Cope at 11:35am; all in favor.

Respectfully submitted by,
Tabitha Fazzone, Clerk

Clay Cope, First Selectman

Andrea O'Connor, Selectman

Chris Jellen, Selectman

*Please note that the CD was closing out when the meeting was being reopened.