



Selectboard Meeting Minutes DRAFT
December 23, 2024

Present:

Jim Haff
Chris Karr
Robert Hecker

Tom Yannelli, Interim Town Manager

1. Call to Order
2. Approval of the Agenda
3. Approval of the Minutes
4. Board of Liquor Control
5. Approve Bond Vote Warning
6. FY26 Partial Budget Review (Police Department, Finance Department and others)
7. Selectboard Member Comments or Concerns
8. Open Public Comment
9. Town Managers Report
10. Executive Session
11. Adjourn

1. Call to Order

The Meeting was called to order at 6:35pm.

2. Approval of the Agenda

The Selectboard reviewed the Agenda. SB Haff made a motion to approve the Agenda as presented. SB Hecker and SB Karr seconded the motion. The motion was unanimously passed.

3. Approval of the Minutes

- The Selectboard reviewed the Selectboard Meeting Minutes for November 25. SB Haff made a motion to approve the Selectboard Meeting Minutes for November 25. SB Karr seconded the motion. SB Hecker abstained as he was not present at the meeting. The motion was unanimously approved.
- The Selectboard reviewed the Special Selectboard Meeting Minutes for November 25. SB Haff made a motion to approve the Selectboard Meeting Minutes for November 25. SB Karr and SB Hecker seconded the motion. The motion was unanimously approved.
- The Selectboard reviewed the Special Selectboard Meeting Minutes for November 25. SB Haff made a motion to approve the Selectboard Meeting Minutes for December 9. SB Karr and SB Hecker seconded the motion. The motion was unanimously passed.

4. Board of Liquor Control

Peggy Neisner, Town Clerk, presented the Lookout Bar and Grill's renewal request for a 1st, 3rd, and outside consumption permit. SB Haff made a motion for the Town Clerk to move forward with the Lookout Bar and Grill's request to renew their 1st, 3rd, and outside consumption permit. SB Hecker seconded the motion. SB Karr abstained. The motion was unanimously passed.

5. Approve Bond Vote Warning

SB Haff made a motion to approve the Bond Vote Warning for TIF contracts 5, 6a, and 11 for a \$11,200,000 bond. SB Karr and SB Hecker seconded the motion. The motion was unanimously approved.

6. FY26 Partial Budget Review (Police Department, Finance Department and others)

- Police Chief Whit Montgomery presented the Police Department proposed budget. This budget proposal equals about \$351 per resident which does not include the transient population. Search and Rescue will be under the Police Department's budget as it has been under the Police Department's purview for the past year and a half. Montgomery reviewed Town contributions to employee retirement benefits increasing by \$6,008.38 based on a full staff. Montgomery also discussed a 3% increase for the Police Chief and full-time police staff salaries, a new staff position, and management costs for the KSAR program. A

new line item for part-time officers for \$15,000 which could be covered by the Governor's Highway Safety Program. The Police Chief and the Selectboard also discussed costs towards software licensing.

- Mary Ellen Keenan-Haff, Finance Director, presented the Finance Department's proposed budget. Overall, there is a 3% increase between FY24 and FY26. Looking to add another position under the Finance Department for a \$65,000 increase. The Town has already received \$36,000 from Gray Golf towards the Finance Department and the Town is looking to request an additional \$36,000 from Gray Golf. The proposed budget also includes an increase in the Continuing Education budget line. This line was increased as the Town Clerk and Treasurer's Office has \$8,900 while the Finance Department only has \$1,200.
- The Selectboard reviewed the Lister's proposed budget. The proposed budget included a 3% to salaries and wages.
- The Selectboard reviewed the proposed budget for delinquent tax collection.
- The Selectboard reviewed the proposed budget for insurance.
- The Selectboard reviewed the proposed budget for the Planning Commission and the Development Review Board. There was an proposed 3% increase in the Town Planner's salary. The Zoning Administrator's position will change from an hourly to a salary position. The Selectboard reviewed legal services, the removal of public warning ads, hazard mitigation, and land acquisition.
- The Selectboard reviewed the Town Office on Route 4's budget. The Selectboard discussed sewer, repairs and maintenance, contracted services, telephone services, postage, and operating supplies and costs.

7. Selectboard Member Comments or Concerns

There was none.

8. Open Public Comment

There was none.

9. Town Managers Report

The Town now owns the former schoolhouse on River Road from the Sherburne Volunteer Fire Department.

10. Executive Session

The Selectboard entered into Executive Session at 8:26pm. They invited the Town Manager and the Finance Director into Executive Session. They exited at 9:17pm. No action was taken.

11. Adjourn

The Meeting was adjourned at 9:17pm.