

In attendance and participating via GoToMeeting were Catherine Iino, Louis Annino, Jr., Eileen Blewett, Regina Regolo and Bettie Perreault, acting as clerk.

1. Call to Order: First Selectwoman Iino called the meeting to order at 6:03 P.M.
2. Review of 2021-2022 Operating, Capital and MYCIP: First Selectwoman Iino reviewed a variety of items, including as a starting point and not limited to the following:

Revisions to the proposed budget draft based on earlier meetings were distributed. Among the items subsequently reviewed and discussed were the following:

- Health Insurance: the \$225,000 shown is based on the current census and is subject to confirmation.
- Details of the Professional Development line item were requested.
- Office supplies for individual departments are included in individual budget requests; the allocation requested in the Selectmen's Office budget request is based on past history.
- The large increase for Legal Notices is in anticipation of requirements associated with the Charter Revision currently being undertaken.
- Request for Board of Elections is based on time spent; detail regarding absentee ballots, etc. was requested.

Training for the Assessor's office, request for part-time clerical help, and other changes reflect revaluation. Certification programs that were not held in the current year because of COVID are included in the upcoming fiscal year.

- Town Counsel budget request is a "reasonable expectation" based on experience. This year's spending is skewed by late billing for FY20 work.
- Town engineer fees are often included in capital projects, so this line includes preliminary planning charges and general capital planning work.
- Electronic means of communication should be explored as a way of reducing the allocation for postage.
- Cost for insurance coverage through CIRMA is not likely to change much. The Fire Department should seek competitive bids in connection with its liability/casualty coverage.
- The amount included for Information Technology includes only small hardware and supplies; larger items such as laptop are in the IT capital budget.

- Further migration to the cloud is being deferred based on potential future developments.
- The Fire Marshal position is no longer filled by a volunteer.
- Tipping fees for compactor are anticipated to increase; residents need to recycle and compost more to contain that cost.
- Tires are “worth a bigger conversation” based on the number being brought for recycling.
- The Board of Finance will be asked for advice on how to address COVID-related budget requests and expenditure needs.
- The Friendly Fund/Helping Hands arrangement needs to be investigated and clarified. The line item in the budget will be changed to Community Service/Emergency Contingency Fund.
- The Public Works budget requests will be discussed at the Board of Selectmen meeting on February 8, when the Board of Finance will also be present.
- Updated budget details will be available for the February 8 Selectmen’s meeting on February 8.

There being no other business to conduct, First Selectwoman Iino adjourned the meeting at 8:17 P.M.

Respectfully submitted,

Bettie Perreault

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Acting Clerk