

Minutes of the Burrillville Budget board held Thursday, February 6, 2020 at 6:30 P.M. at the Town Building, 105 Harrisville Main Street, Harrisville, RI.

MEMBERS PRESENT: Nathan St. Pierre, Chair, Judy Aubin, Vice Chair, Karen Francisco, Robert Tetreault, and alternate members Michael Lamoureux (voting member) and Justin Batalon (voting member).

OTHERS PRESENT: Michael Larocque, Finance Director, Rose Doughty, Treasurer and Christine Mulligan, Deputy Treasurer.

MEMBERS ABSENT: Tom Rambacher, excused

1. **VOTED** to approve the amended minutes of the regular meeting held on January 23, 2020; and dispense with the reading of said minutes.

Motion by Karen Francisco. **Seconded** by Judy Aubin. The vote was unanimous.

1. **VOTED** to approve the minutes of the regular meeting held on January 30, 2020; and dispense with the reading of said minutes.

Motion by Karen Francisco. **Seconded** by Judy Aubin. The vote was unanimous.

2. Consider and act on Town Budgets:

Deliberate on Department CIP requests

There was a discussion that the Town Managers target CIP budget number is \$2,575,000.

There was discussion of the \$75,000 CIP budget request for the Managers office being a fund for negotiation. Budget Board is concerned about it not being an actual CIP item by description.

- **Motion** by Judy Aubin for the \$75,000 CIP request from the Managers office to be funded by other funds and not CIP. **Seconded** by Karen Francisco, all in favor.
- **Motion** by Michael Lamoureux to fund the CIP request of the Police Department for the Command Center up to \$200,000 with the anticipation of grant money being received. **Seconded** by Robert Tetreault, all in favor.

There was a discussion of is this money is allocated for the command center is the Police Department ready to go with this or are they not ready. Board members discussed that the Colonel had expressed the immediate need for the new center and that the Department was ready to start the project.

- **Motion** by Michael Lamoureux to fund the total CIP budget for the Police Department for \$313,047. **Seconded** by Judy Aubin, all in favor.

School budget and Major Capital CIP tabled until next meeting, 2/13/2020.

Deliberate on Special Appropriations

- **Motion** by Judy Aubin to approve the Pascoag Library request for \$87,000. **Seconded** by Robert Tetreault, all in favor.

- **Motion** by Karen Francisco for approval of the special appropriations total budget of \$140,200. **Seconded** by Robert Tetreault, all in favor.

Deliberate on Department Operating Budget Requets

- **Motion** by Michael Lamoureux to fund the elected officials at \$46,000. **Seconded** by Robert Tetreault, all in favor.

Town Manager

- **Motion** by Judy Aubin to drop the Prof/tech budget to \$250 from the request of \$500. **Seconded** by Karen Francisco, all in favor.

There was a discussion regarding this line item not typically being a used account and hasn't been used in years.

- **Motion** by Judy Aubin to reduce the postage budget to \$100. **Seconded** by Robert Tetreault, all in favor.
- **Motion** by Judy Aubin to reduce the dues & fees to \$2,100. **Seconded** by Karen Francisco, all in favor.
- **Motion** by Michael Lamoureux to fund the Town Manager at \$128,379. **Seconded** by Robert Tetreault, all in favor.
- **Motion** by Michael Lamoureux to fund the Central Admin. at \$66,270. **Seconded** by Robert Tetreault, all in favor.
- **Motion** by Karen Francisco to fund the total budget for the Managers office at \$225,169. **Seconded** by Robert Tetreault, all in favor.

Personnel Board

There was discussion for the increase in the eligibility tests needed as requested by the Town Manager. Testing will now be done every two years instead of every three, as was the previous practice.

Robert Tetreault recused himself for the Personnel Board as he is an acting member of the Board, elevating Justin Batalon to a voting member.

- **Motion** by Michael Lamoureux to fund the Personnel Board at \$6,500. **Seconded** by Justin Batalon, all in favor.

Town Clerk

- **Motion** by Judy Aubin to fund \$1000 for office furnishings/repair equipment. **Seconded** by Karen Francisco, all in favor.
- **Motion** by Judy Aubin to fund \$500 for travel, **Seconded** by Robert Tetreault.

Voted in favor of the motion was Nathan St. Pierre, Judy Aubin, Karen Francisco and Michael Lamoureux. Opposed was Robert Tetreault. Motion passed.

- **Motion** by Judy Aubin to reduce seminars to \$1000. There was no second, motion failed.
- **Motion** by Michael Lamoureux to fund office supplied at \$4,000. **Seconded** by Robert Tetreault.

Voted in favor of the motion was Nathan St. Pierre, Robert Tetreault, Karen Francisco and Michael Lamoureux. Opposed was Judy Aubin. Motion passed.

- **Motion** by Judy Aubin to reduce dues to \$5,000. There was no second, motion failed.

- **Motion** by Michael Lamoureux to fund the budget total for the Town Clerks office \$267,167. **Seconded** by Robert Tetreault, all in favor.

Board of Canvassers

There was discussion of the spikes in budget in past years being related to the various election years.

- **Motion** by Karen Francisco to fund the budget request of the Board of Canvassers at \$99,331. **Seconded** by Michael Lamoureux, all in favor.

Treasurer

- **Motion** by Judy Aubin to reduce conferences to \$500 from \$1,000. **Seconded** by Michael Lamoureux, all in favor.
- **Motion** by Judy Aubin to reduce travel to \$2,000 from \$2,500. **Seconded** by Karen Francisco, all in favor.
- **Motion** by Robert Tetreault to approve the Treasures budget at \$368,719. **Seconded** by Michael Lamoureux, all in favor.

Tax Collection

- **Motion** by Judy Aubin to reduce furnishing/repair equipment to \$1,000. **Seconded** by Karen Francisco, all in favor.
- **Motion** by Judy Aubin to reduce the supplies budget to \$1,500. **Seconded** by Michael Lamoureux, all in favor.
- **Motion** by Judy Aubin for a total budget of \$134,560 for the Tax Collections Department. **Seconded** by Robert Tetreault, all in favor.

Budget Board

- **Motion** by Michael Lamoureux to fund the Budget Board members at \$7,500. . **Seconded** by Karen Francisco, all in favor.
- **Motion** by Michael Lamoureux to fund the Clerk at \$2,000. **Seconded** by Robert Tetreault, all in favor.
- **Motion** by Michael Lamoureux to fund the print at \$300. **Seconded** by Robert Tetreault, all in favor.
- **Motion** by Michael Lamoureux to fund the total budget for Budget Board at \$9,800 **Seconded** by Judy Aubin, all in favor.

3. Other Business

Next meeting on February 13, 2020 the Budget Board will meet with the School Department.

4. **VOTED** to adjourn at 8:40 p.m.

Motion by Judy Aubin. **Seconded** by Robert Tetreault. The vote was unanimous.

Karen Francisco, Secretary

Minutes Approved Date: _____