



**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NEW MARLBOROUGH  
OFFICE OF THE BOARD OF SELECTMEN  
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**Michele Shalaby, Chair  
Nathaniel H. Yohalem  
Tara B. White  
Board of Selectmen**

**Minutes of Meeting  
Board of Selectmen/Finance Committee  
February 22, 2018  
6:00 p.m.**

**Selectboard Members Present:** Michele Shalaby  
Nathaniel Yohalem  
Tara White, Chair

**Finance Committee Members Present:** Mark Carson, Chair  
Prudence Spaulding  
Marilyn Fracasso  
Sandra Fusco-Walker  
John Pshenishny  
Robert Miller, By telephone

**Town Administrator:** Mari Enoch  
**Police Chief:** Graham Frank  
**Highway Superintendent and Fire Chief:** Chuck Loring

**The meeting of the Selectboard was called to order by Tara White at 6:00.**

(The Finance Committee meeting was called to order and it was voted to allow Robert Miller to participate by phone.)

Graham Frank, Police Chief spoke to the boards about increasing police shifts to provide coverage from 8:00 AM to midnight seven days a week. To accomplish this coverage, two 8 hour shifts would need to be added to the part time officer coverage and the Town's permanent part-time (24 hours a week) position would be restructured to a full time (40 hour) position. The permanent part-time officer position is already benefited so the monetary increase for that position would be in the following: An increase of 16 hours a week effective July 1<sup>st</sup> and an increase in pay rate from \$17.14 to \$19.00 after full time academy was completed. Under this proposal, the Town would pay the officer while attending the 18 weeks course at academy, but the officer would be required to pay the tuition fee of \$3000. Graham proposed that the officer be reimbursed the tuition cost after working for the Town for three years. The Boards discussed the proposal but made no decisions.

Chuck Loring spoke about the Highway Department budgets. It was agreed to rename the Highway Garage Maintenance line item to Highway Department Expenses and combine Highway

Dept Training, Highway Uniforms and Gear, and Electricity with the newly named account. Chuck answered questions regarding his budgets and stated he would be requesting an additional highway laborer position in his salary budget. He also verbally requested that the Highway Officer Manager Clerical position be increased by 4 hours to 16 hours a week and receive an hourly wage increase of about \$1.00. There was also discussion about reducing the Highway diesel account by \$10,000.

Chuck also spoke in his capacity of Fire Chief of budgeting an additional \$4,000 towards the purchase of an industrial washing machine for the firefighter's gear. The cost of the machine is \$8,000 but Chuck believes he will be able to use \$4,000 of his FY 18 budget towards the purchase.

Michele presented both boards with information about the broader picture of the FY 19 budget. The additional 2 ½ percent allowable levy limit combined with an estimate of \$25,000 new growth effectively gives the Town an additional allowable increase of \$165,000 to remain within the levy limit assuming all receipts and state aid remain the same. Michele suggested using a guideline of splitting the \$165,000 equally between the Town operating budget and the school assessment as approximately 50% of our total budget is the school assessment. She suggested we consider limiting the increase to the Town's reoccurring operating expenses by approximately \$82,500. This strategy is an attempt to partially address the swings in the percentage of school assessment caused by the yearly changes in student population. By "reserving" the remaining \$82,500, the Town will build excess levy capacity towards a potential increase in percentage assessment next year.

The Stabilization balance is \$558,187. Reserving an amount equal to 5% of our annual budget (\$281, 914.40) would leave \$275, 273.60 available for use in FY 19. The Certified Free Cash amount is \$731, 574. Reserving an amount of equal to 5% of our annual budget (\$281,913.40) would leave \$449,660.60 available for use.

**Being that there was no further business before the Board, a motion was made, seconded and so voted to adjourn the meeting at 7:48 p.m.**

Respectfully submitted,



Mari Enoch  
Town Administrator