



**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NEW MARLBOROUGH  
OFFICE OF THE SELECT BOARD  
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Mark S. Carson, Chair  
Tara B. White  
Bill West  
Select Board

**Meeting Minutes  
Joint Meeting of the Select Board and Finance Committee  
Hybrid Meeting  
In Person and Via Zoom  
Thursday, February 16, 2023  
6:15 p.m.**

**Select Board Members Present:** Mark Carson, Chair  
Tara B. White  
Bill West

**Finance Committee Members Present:** Steve Klein, Vice Chair  
Doug Newman  
Robert Miller  
Jane Fuccillo  
Barbara Marchione  
John Pshenishny

**Others Present:** Mari Enoch, Town Administrator  
Michelle Castellano, Administrative Secretary  
Chuck Loring, Fire Chief & Highway Superintendent  
Maureen Krejci, Fire & Rescue Chief Medical Officer  
Marc Trachtenberg  
Marsha Pshenishny

Steve Klein called the meeting to order for the Finance Committee at 6:15 p.m.  
Mark Carson called the meeting to order for the Select Board at 6:20 p.m.

Steve Klein reviewed the various documents presented in tonight's meeting.

- Summary Sheet outlining FY22 budget, FY23 budget request & FY24 budget request for Fire & Rescue and Highway Department
- FY24 budget requests for Fire & Rescue Department
- FY24 budget requests for Highway Department

Meet with Department Heads to discuss FY 24 budget requests

Fire & Rescue Chief Medical Officer, Maureen Krejci and Fire Chief Chuck Loring reviewed the FY24 budget requests for Fire & Rescue:

- **NM Rescue Expenses**  
Maureen advised that the maintenance and repair budget for the ambulance was increased by \$1,000.00 because the ambulance is due for an inspection. There is also a potential repair on the current ambulance that will need to be done. The new ambulance authorized by Town Meeting last spring will not be ready until next year.
- **NM Rescue Stipends**  
Maureen stated that the department was restructuring the stipends for the on call EMTs but the overall budget amount would not be changing. Mari requested the new stipend breakdown.
- **NM Rescue Clerical**  
Chuck indicated that Maureen has taken on a lot more responsibility and work in this position and the job responsibilities have expanded. While the FY24 COLA will cover the additional expense for now, the position will eventually require more hours. Presently, the Fire Fighter / EMTs are not able to take on any of the clerical duties as had been discussed last year.
- **FF / EMT Paid Shifts**  
Chuck and Maureen announced that the first year of staffing the fire house and ambulance during the day with paid staff has been a tremendous help to the department. There are currently (2) Fire Fighter / EMTs who staff the firehouse and ambulance 4-5 days a week (one per shift). The town is actively seeking an additional Fire Fighter / EMT to cover the remaining hours. The current budget covers seven shifts a week and the department is not asking for an increase in hours for FY 24. It was noted that the ambulance call volume has increased and the revenue has increased.
- **Fire Protection**  
The Department is requesting an increase of \$12,000.00 for FY24. The cost to maintain the trucks is a little higher because the fleet is older, but it is much less expensive to maintain it than to purchase new trucks. Fuel costs to heat the buildings have also increased. Mari added that the town takes part in an electricity program where the town gets a discounted electricity rate for 3 years. This November, that discount expires and the electricity supply rate will rise.
- Clerical and stipend budgets were held per Chuck's request.

Highway Superintendent, Chuck Loring reviewed the FY24 budget request for Highway:

- **Road and Bridges Salaries**  
Chuck advised that the responsibilities and the work for the clerical position has expanded. Therefore, he is requesting that the weekly hours and pay rate for that position be increased. The weekly hours would be increased from 16 hours to 19 hours. Doug Newman suggested that perhaps this position should be developed into something further than just a clerical position. Mark Carson advised that this is something the Select Board will pursue.
- **Roads and Bridges Expense**  
Chuck advised that in order to maintain what the town has done last year, this budget will have to significantly increase for FY24 by \$52,000.00. This is mainly

due to the rise in cost of gravel and the cost to purchase culverts, precast boxes and catch basins. The cost to deter beavers has also risen.

- **Highway Fuel: Propane Diesel**  
Chuck advised that he will be over budget for this line item for FY23 even with a mild winter. The fuel cost contract was not locked in for FY23 until after the budget was set and the pricing was much higher than they anticipated. He has increased the budget for FY24 significantly by \$22,500.00 to accommodate higher fuel prices. Chuck will be requesting a transfer from the reserve fund for approximately \$20,000.00 to cover the shortage in FY23's budget.
- **Highway Dept. Machinery**  
Chuck advised that the FY24 budget request has increased by \$20,000.00 because the cost of parts has gone up and labor rates for truck repairs is high. He is hoping to alleviate some of the labor costs for repairs by filling the recently vacant position of equipment operator. He is looking for a candidate that has some mechanical experience so that some repairs can be done in house. The Finance Committee requested that Chuck submit a breakdown of the \$108,000 budget request.

Discuss FY24 Budget

To be discussed at a future meeting.

Review and approve Finance Committee Budget requests

To be discussed at a future meeting.

Review and approve minutes of previous meetings

**A motion was made by Barbara Marchione on behalf of the Finance Committee, seconded and so voted to approve the joint Select Board and Finance Committee minutes from January 17, 2023, as written.**

<b>Steve Klein</b>	<b>Aye</b>
<b>Doug Newman</b>	<b>Aye</b>
<b>Robert Miller</b>	<b>Aye</b>
<b>Jane Fuccillo</b>	<b>Aye</b>
<b>Barbara Marchione</b>	<b>Aye</b>
<b>John Pshenishny</b>	<b>Aye</b>

The Select Board will review these minutes at a future date.

A motion was made, seconded and so voted unanimously by roll call vote to adjourn the Finance Committee meeting at 8:01 p.m.

A motion was made, seconded and so voted unanimously by roll call vote to adjourn the Select Board meeting at 8:01 p.m.

Submitted by Michelle Castellano, Administrative Secretary

Date Approved: February 23, 2023