

**MEETING MINUTES  
FINANCE COMMITTEE  
MONDAY, FEBRUARY 26, 20204**

- 1) Call meeting to order:
  - a. 6:11pm meeting begins.
  - b. Members in attendance: Michelle Hamilton, Finance Committee Chairperson; Eric Wu; and Nancy Gajolie.
  - c. Town administrator, Matthew Chabot in attendance
- 2) Approval of minutes:
  - a. No minutes submitted
- 3) Presentation of Fiscal Year 2025 Budgets:
  - a. Board of Assessors
    - i. Item of note is that every 5 years the board requires recertification
    - ii. \$1035 in overtime in budget for purpose of recertification
    - iii. postage costs fall under capital expenses
    - iv. concern voiced about communication of any potential changes
  - b. Library *Boute*
    - i. Carol ~~Bat~~ and Carla Lyman representing Library
    - ii. 2/3 of Library usage is physical, 1/3 electronic
    - iii. concern voice about communication of any potential changes
  - c. Board of Selectmen
    - i. Matt Chabot will send step grid as well as town comps to Finance Committee
    - ii. Matt Chabot will research solar to offset electric costs
    - iii. Looking to streamline some savings through Building Maintenance.
  - d. Berkley Town Hall Building
    - i. Cistern tank for fire suppression needs repair
      1. potential \$25,000 to repair
      2. safety issue
      3. Matt Chabot to look into if there is a warranty
    - ii. Update Security System
      1. Procure a more modern security system with: wireless access; photo verification; off boarding; on boarding; temporary building access; overall better access control; security cameras at transfer station; etc
    - iii. New line item on the budget of \$30,000/year for annual required Water Testing for the ARPM
4. Open discussion
  - a. \$700,000+ deficit, as it currently stands with 4 departments still left to report their budgets.
  - b. Next meeting, Monday, March 4. Highway, DPW and Forestry departments to present.
5. Motion to adjourn
  - a. Meeting adjourns at 8:04pm

*Michelle Hamilton*  
