

Board of Selectmen  
Meeting Minutes  
March 16, 2021, 6:30 pm  
Memorial Town Hall

Present: Board of Selectmen Chair Diana Szynal, Edmund Jaworski and Brian Moriarty

Also, in attendance: Town Administrator Marlene Michonski; Finance Committee Darryl Williams, Chair, Kim Baker, Sean Barry, Diane Brzozowski, and Betsy Rider; Sharon Strzegowski, Treasurer/Collector; Martin McEvoy, School Superintendent; Riley Malinowski, School Administrative Assistant

Chairwoman Szynal opened the meeting at 6:40 pm.

Finance Committee and Board of Selectmen met to review FY2022 Budget proposals from the School Department and Town Administrator.

School Department

Mr. McEvoy submitted a level services budget with a 3.4% increase over FY2021,

- Budget proposal is \$6,134,969.97
- Other funding sources will contribute to operating cost including \$486,006.57 from School Choice which will be available in June for the next fiscal year
- Town's contribution \$4,785,488; total including Voc, Tuition/Transportation is \$5,279,048.28

Budget includes Department of Elementary and Secondary Education requirements, 2% cost of living increase for non-contractual employees and contractual steps. Finance Committee and Board of Selectmen reviewed budget proposal line by line.

School Superintendent explained that the recommended budget will depend on the number of students grade by grade that they can open up to Choice. The School has the potential to add up to 28 slots for School Choice based on the budget proposal.

Town Administrator

Salary and Wages presents a contractual increase of 2%.

Discussion regarding new copier lease generating an increase of \$2,100 for an annual cost of \$5,568.

Technology budget proposal generated lengthy discussion. Monthly contract obligation with Paragus is \$3,500. Budget request is \$42,000 for IT support services with Paragus.

Paragus is recommending the Town implement a Server Remote Backup; Workstation replacements; replace battery backup; SonicWall renewal for DPW and Town Hall; a number of annual support renewals for security and annual Cloud (offsite) backup for one year retention, totaling \$8802.

Total budget request is \$59,892 includes cost for website hosting, ClearGov budget software program subscription and domain name annual license.

Town may want to look at alternative IT support services.

Discussion of the Town Hall Operations Budget concerning the increase due to a new three year copier lease for an additional \$2,100 will have an annual cost of \$5,568. Looking at potential increase for postage meter lease.

Other budgets, Liability & Property Insurance, Workers Comp, Board of Selectmen, and Legal, remain level funded.

Next budget meeting will be with Veteran's Agent, Historical Commission, Town Clerk, Accountant and Treasurer/Collector

8:31 pm. With no further business, a motion was made by Chairwoman Szynal to adjourn the meeting. Selectman Moriarty second the motion. Unanimous

Respectfully,

Marlene Michonski  
Town Administrator