TOWN OF CHESHIRE

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OFFICE OF THE BOARD OF SELECTMEN

Board of Selectmen & Finance Committee

Meeting Minutes – April 21, 2022

Pursuant to a notice duly filed with the Town Clerk, a joint meeting of the Board of Selectmen and Finance Committee was held in person at 191 Church St (Cheshire Elementary School) on Thursday April 21, 2022, at 6:30 PM.

Board of Selectmen Members Present:	Michelle Francesconi - Chair Jason Levesque, Clerk Mark Biagini Ray Killeen (arrived at 7 p.m.) Shawn McGrath
Finance Committee Members Present:	John Tremblay – Chair Michael Biagini Heather Emerson
Finance Committee Members Absent:	Kathy Levesque Lenwood "Woody" Vaspra Denise Gregoire

Others Present: Jennifer Morse, Town Administrator; I Berkshires

Michelle Francesconi called the meeting of the Board of Selectmen to order at 6:45 p.m.
The Finance Committee did not have a quorum.

Line by Line Budget Discussion

- Free Cash - There was discussion about the goal of free cash used to stay under the tax levy, members agreed a good target is $150,000. Discussion on the amount of free cash and percentage of reserves to be maintained resulted in no agreed amount.
- MS4 Mandates/Board of Selectmen budget discussion and whether to use free cash or ARPA funds for the ongoing project. Discussion on it being a reoccurring cost for the unforeseeable future, no decision made.
- OPEB – There was discussion regarding the town liability to OPEB and the need to fund, there was discussion on the study and how often it should be completed, no decision however discussion on every

three years due to changing employees. J. Morse advised the board that the Financial Advisor had suggested a line-item transfer from unspent Health Insurance funds at the end of the fiscal year to build the OPEB account. J. Tremblay mentioned that the town should take under advisement a Medicare add-on option.

- Town Audit – There was debate on the yearly audit which is a recommendation of the financial policies resulted in a decision to complete audits yearly at this time.
- Proposition 2 ½ Override - There was discussion that this is off the table this year with economy in the state it is in.
- Recycling Account - Michael Biagini noted that only one third of the funds have been used to date. There was discussion about purchasing waste compactor due to the condition of the current one with appropriated funds and reducing the line to $35,000. J. Morse to inquire with the Board of Health on how many tons/hauls per year are happening and the tonnage in each compactor.
- Highway Budget - Discussion on a step program for Highway Workers and elimination of the proposed foreman and mechanic positions.
- Library - Discussion on increase by 2 ½ percent for the library to maintain their grant, a decision regarding the administrative functions of the library will be made by the trustees in early May having been given two options moving forward.
- School District - The Board of Selectmen noted that they have requested that the HVRSD review the budget and return to the town with a 3% increase.
- Town Meeting/Election bylaw change - There was discussion regarding the Town Meeting being so late in June after the election. J. Morse will follow up regarding the possibility of a bylaw change.
- Capital Projects - Discussion on the Backhoe and the need for more information including used equipment prices, more than one new equipment quote, a quote to repair and any possible military surplus options.
- The minutes of April 12, 2022, and March 29, 2022; tabled to the next meeting.

Board of Selectmen Adjournment: *A motion was made by M. Biagini and seconded by J. Levesque to adjourn the meeting at 9:10 p.m.*
Roll Call Vote: M. Francesconi – Yes, J. Levesque- Yes, M. Biagini – Yes, S. McGrath – Yes, R. Killeen - Yes
Motion Carries-5-0

Respectfully Submitted,
Jennifer Morse
Town Administrator
April 24, 2022

Approved:
Board of Selectmen –
Finance Committee –