

**HAMPDEN ADVISORY COMMITTEE
MEETING MINUTES
January 29, 2018
Hampden Town House**

Approved February 12, 2018

Called to order at 6:00pm

Members Present – Carol Fitzgerald & Doug Boyd, Co-Chairs, Heather Turcotte, Matt Fisher and Alan Fritts

Members Absent – none

Also Present – Conservation Committee Members, Ted Zebert, Bonnie Geromini, Cemetery Commissioners, Mindy Meeker and Cindi Connors, Parks & Recreation Asst Director, Cindi Connors

FY19 Budget Process:

Conservation Commission Carol noted that there was a request for additional hours as well as a potential grade change for the clerk. Bonnie pointed to the letter she had written to the board expressing the views of the ConCom. They feel that this is the first time that the commission has been run professionally. The commission feels that the new clerk has worked hard at getting caught up on the WPA and oftentimes puts in extra time. Ted pointed out that they have had to file three cease and desist orders this year and that they have encountered more legal issues as well. He also stated that they can't run on a shoestring anymore. Matt chipped in with 'this isn't the 1920's anymore'. Carol pointed out that even with an increase in hours there wasn't an increase in the expense line. Bonnie and Ted explained that their current budget covered the departments needs and that their forms were all online. Heather asked if the 15 hours were enough and asked if they needed more. Bonnie replied that she would like at least these additional 4 hours. Alan asked about their revolving fund income and what it was used for, to which the commissioners replied, the income is from Notice of Intent filings and the money is then used to cover the costs of workshops and salary for the open space committee update project that occurs every five years. Ted thinks that ConCom has a different type of account rather than a revolving account. Carol commented that the revolving accounts are not visible to people.

Cemetery Commission Doug asked Mindy about the computer maintenance account and she said that the \$450 was enough. Snow plowing is covered through the highway department. Revolving covers the cost of burial expenses. There are two senior tax work positions that were approved and the landscaping services have been put out to bid for next year.

Parks & Recreation Salaries were increased by the requested 2 ½%, an additional three hours has been requested for the assistant director. A small increase was requested for both expense accounts due to the increased cost of electricity. A request for \$4,000 for software was submitted. This will allow the department to conduct business online as neighboring towns due in the hopes of increasing registrations. The department used their revolving/operating account to cover the initial cost of the software and setup.

Alan asked if there were line items for the transfer station and Doug explained that it was essentially self-funded with the exception of the odd year when bags needed to be purchased.

Doug made a motion to approve the previous meeting minutes as amended, Heather seconded, 5-0 in favor

Next meeting scheduled for 6pm on February 12, 2018

With no further business, Carol made a motion to adjourn the meeting at 7:33pm, Heather seconded, all in favor 5-0

Respectfully Submitted,
Cindi Connors, Clerk