The meeting was called to order by Chairman, Al Collings at 7:05 p.m.

Motion was made by Tom Schnare to accept the minutes. Seconded by Jeff Belanger. Voted 4-0 to accept minutes.

The Advisory Committee met with the Selectmen to discuss hiring freezes, limiting additional hours, question of group insurance cuts, departments spending frugally for the balance of year because of $341,000.00 shortfall. Al will work with Johanna to write a letter to all departments asking them to be frugal in spending for the remainder of the year in hopes of turning back money to the town. Will ask the Police Chief for a new budget keeping in the guidelines of 5%.

Review Department Budgets:
#38 Council on Aging. Cindy Norden was present to discuss the budget. She stated she could remove $800 from Septic Maintenance line of the budget as the septic system will not need to be pumped this year. However, it will need to be done next year. No change in hours or staff and budget is within guidelines.

#6 Treasurer. Keith Arsenault was present to discuss his budget. 3% increase in his salary and assistant’s salary. Hours remain the same. Discussed GASB45. Keith would like to purchase software for $1500.00 and do the work for $1500.00. Would like to see this as part of his budget instead of a Warrant article. Advisory to take under advisement.

#48 Central MA Regional Planning. Keith Arsenault was present to discuss the budget.

#49 Group Insurance. Keith Arsenault was present to discuss the budget. Decrease from $250,000. to $225,000.

#50 Worcester County Retirement. Keith Arsenault was present to discuss budget. He stated that if we paid the entire amount in July, there would be a $2,520.00 savings. We have to pay 50% in July now.

#7 Tax Collector. Terry Barrett was present to discuss her budget. She stated she reconciles with Marie on a monthly basis. She has had no problems with quarterly billing. She utilizes a clerk six hours a week for 37 weeks a year.

#20 Parking Clerk. Terry Barrett was present to discuss. Advisory questioned because it was a small budget, could it be added to the Police Department who writes the tickets. State law does not all this.
#47 Local Access. Barry Gillogly was present to discuss the budget. He states he needs a server and to upgrade equipment. He has good cameras. Advisory Committee asked that he redo his budget and list the equipment and server as a Warrant Article.

Legal fees update: Johanna presented an update. Balance remaining is $1,775.00.

Request for Transfer from the Reserve Fund received from Hazardous Waste in the amount of $835.00. Will discuss with Hazard Waste and Fire Chief when they come in on March 12th.

Special revenue accounts and trust fund balances will be reviewed at the next meeting.

Jeff Belanger made a motion to adjourn the meeting at 9:30 p.m. Tom Schnare seconded the motion.

Respectfully submitted,

Christine M. Long
Secretary