

- **MINUTES**
- **TOWN OF BELMONT**
- **BOARD OF SELECTMEN**
- **SELECTMEN'S MEETING ROOM, TOWN HALL**
- **Thursday, January 21, 2010**
- **8:00 AM**

- **CALL TO ORDER**

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- A special meeting of the Board was called to order at 8:02 am by Chair Leclerc in the Selectmen's Meeting Room at Town Hall. Selectmen Firenze and Jones were present. Town Administrator Tom Younger and Assistant Town Administrator Jeff Conti were also present.

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- **BUDGET DISCUSSION**

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- **Accounting/Finance/Retirement – Barbara Hagg**

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- The Department consists of two full-time employees, one part-time employee and one intern. Ms. Hagg would like to have a part-time budget analyst to work 6 months of the year for an increase of .5 FTE. If cuts are necessary, the intern will have to be eliminated. All other positions and services are critical and cannot be sacrificed.

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- **Assessing – Dick Simmons**

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- The Department consists of two full-time employees and one part-time employee. If the budget is cut, the part-time employee would have to be laid off. This would result in less time in the field for the Director and less new growth identified, which means less new revenue and would probably offset any savings from the reduction of the position.

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- **Treasurer – Floyd Carman**

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- The Department consists of seven full-time employees and one part-time employee for a total of 7.5 FTEs. If additional cuts are necessary, the first reduction would be the part-time staffer who is responsible for cleaning up outstanding excise taxes owed, followed by eliminating a cashier position, which would require reducing the hours that the office is open to the public.

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- **Planning – Jay Szklut**

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- The Department consists of three full-time employees – two planners and one administrative assistant who also supports the rest of the Community Development office. Mr. Szklut's FY11 requested budget includes a 3-day training class on GIS/graphical technical training to make better use of the Town's GIS technology, at a cost of \$3,000 for two people. He would like to be able to improve the department's web

page and update it more frequently. He would also like to have a position that would focus on working with businesses and marketing issues.

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- The Board moved to adjourn the meeting at 9:31 am.
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Thomas G. Younger, Town Administrator