

**SPECIAL SELECTMEN’S MEETING MINUTES**  
**December 11, 2015**  
**9:00 AM**  
**Town Hall Community Room**  
**Budget Workshop for Town Staff**

**ITEM 1: CALL TO ORDER**

The meeting was called to order at 9:02 am in the Community Room of the Town Hall by Chairman William Rowe with Selectmen Tom Carone and Melissa Randall present with the Town Manager, Ken Woodbury. Members of the staff present were Phil Martin, Alvina Church, Dorene Foss, Jeff Willey and Peter Drummond..

**ITEM 2: PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ITEM 3: ADDITIONS TO THE AGENDA**

- A. It was moved by Melissa Randall and seconded by Tom Carone that the Town subscribe to the Town Volunteer Firefighter Blanket Accident Program at an annual cost of \$34 per volunteer fireman and that the funds be taken from the 2015 Fire Department budget. The motion was approved 3-0.

**ITEM 4: BUDGET WORKSHOP**

The 2016 budgets of the following departments were discussed at length with the appropriate staff members: Fire Department, Town Hall Maintenance, Town General Government, and Public Works. Adjustments were considered and the Town Manager will incorporate the consensus suggestions in a revised draft budget. Other areas of the budget were reviewed by the Select Board with suggestions for improvement and/or clarification.

**ITEM 4: ADJOURNMENT**

It was moved by Melissa Randall and seconded by William Rowe that the meeting be adjourned. The motion to adjourn at 11:20 am was approved 3-0.

Respectfully Submitted: Ken Woodbury, Town Manager

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WILLIAM L. ROWE, CHAIRMAN

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TOM CARONE

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MELISSA RANDALL