

**Town of West Windsor
Special Selectboard Meeting Minutes
Monday, December 2, 2024 @ 6:30pm
Town Hall and Zoom**

Present in Person: Mark Higgins, Mark Harley, John Brodie, Amy Yates, Mike Spackman, Deb Shearer, Matt Frederick, Michael Epstein

Present via Zoom: None.

1. Call to Order

A quorum being present, Mark Higgins called the meeting to order at 6:30pm.

2. Changes or Additions to Agenda

None.

3. Announcements/Public Comment

John Brodie stated that the School and Community in Partnership (SCIP) organization is investigating new playground equipment for Albert Bridge School and may request ARPA funds for the purchases. There was a brief discussion regarding the current playground setup.

4. FY25 Budget Discussion

There were lengthy line-item discussions of the Library, Cemetery, and Highway Department budgets, which encompass the 18-month budget year from January 1, 2025 through June 30, 2026.

Michael Epstein, Chair of the Mary L. Blood Memorial Library Trustees, presented the FY25 library budget. Michael spoke about the history of the library, recent improvements in energy efficiency, and the significant growth in library use over the last several years. There was a discussion regarding the three-year plan to increase the town's contribution to the library's operating budget to 100%, which is now complete. The library will continue to fundraise and pursue grants for special programs and capital improvements, but the base operations budget will now be fully funded by the town.

The Cemetery Fund discussion focused on property maintenance needs proposed by Cemetery Sexton Tom Whelan, including necessary headstone repairs and tree work. Highway Foreman Mike Spackman presented the Highway Department budget.

Town Clerk Amy Yates and Town Administrator Matt Frederick will continue to work on the remaining budgets to prepare them for discussion at future Selectboard meetings.

5. Other Business

There was a discussion regarding the dates of the upcoming Selectboard meetings and the budget process. The regular Selectboard meeting that would take place on December 23rd may be moved to a different date to account for the travel and busy schedules around the holidays. Further discussion of upcoming meeting dates will take place at the regular Selectboard meeting on December 9th.

There will be a Special Selectboard Meeting on Monday, December 9th at 8:15am to continue the FY25 budget discussions, with an emphasis on the General Fund. The regularly scheduled Selectboard Meeting will still take place on Monday, December 9th at 6:30pm to cover other Town business.

6. Adjourn

Upon motion duly made and seconded, the Selectboard unanimously voted to adjourn at 8:50pm.

Respectfully submitted,

Matt Frederick
Town Administrator