

**Town of West Windsor**  
**Special Selectboard Budget Meeting**  
**Wednesday, January 18, 2023**  
**DRAFT Minutes**

**Present in Person:** Mark Higgins, Brett Myers, Matt Kantola, Cathy Archibald, Mike Spackman, Chris Dolan, Win Johnson

**Present via Zoom:** Mark Harley, Cathy Boedtke, Linda Ley

- 1. Matt called the meeting to order at 6:30**
- 2. There were no announcements or public comments.**
- 3. *Mark motioned to allow the Selectboard to approve Matt to sign the Flood Resilience Grant paperwork. Brett seconded and the motion passed.***
- 4. The Selectboard began its final budget review.**

Win walked the SB through the spreadsheets that he had prepared. He explained that the Cemetery Fund is restricted and its balance is over \$8,000, which presents an opportunity to lower taxes.

Moving on to the Library Fund, Win noted that there was a slight discrepancy between his numbers and Cathy's numbers that the auditors would reconcile.

The highway budget is up 18% due to a crack-sealing project and increasing fuel prices.

The Fire engine debt service ended in 2023, and that money was budgeted into the highway fund

Win noted that sooner or later we will have to match a paving grant at probably 20%, so letting the reserve balance grow will make that match possible.

**General Fund**

The Town Administrator salary has historically been divided between the town, sewer, and water payrolls, which can lead to confusion/lack of clarity regarding the actual pay rate. The selectboard opted to list the complete salary in the Town Report rather than split it between the three entities.

Matt said that he removed budgeted money for engineering studies because ARPA money can be used for that.

Mark recommended reducing the cemetery fund and eliminating the administrative assistant line item.

*Matt made a motion to approve the budget as presented tonight with the changes discussed.*

*Seconded. Motion passed.*

#### **Other Business**

Matt wants to dedicate the town report to Tom Kenyon

**Motion to adjourn at 7:37 pm**

**Respectfully submitted,**

**Christina Dolan**