

**Palmer Town Council  
Meeting Minutes  
June 24, 2019**

**Call to Order**

The Palmer Town Council Meeting of Monday, June 24, 2019 was called to order at 6:30 pm by Town Council President Barbara Barry. Councilors Lorinda Baker, Matthew Lemieux, Michelle Sikes and Robert Lavoie were present. Mary Salzmann, Karl Williams were absent Also present was Town Manager, Charles Blanchard and Executive Assistant, Nicole Parker.

**Old Business**

**Public Hearing: Budget**

R.Lavoie read public hearing notice.

Town Council President B.Barry opened Public Hearing at 6:30PM. The Town Council conducted a Public Hearing on the FY20 Budget on June 24, 2019, after due notice was given in the Palmer Journal and the Town Council considered the FY 2020 Budget on an organizational basis, and by vote so determined the size of appropriations for each department on June 24, 2019 as listed and outlined in the Palmer Final Budget Document, a copy of which is attached and will remain a part of this budget resolution as follows:

Department of Public Service	\$ 2,091,788.
Department of Municipal Finance	462,554.
Department of Public Safety	2,734,865.
Department of Public Works	1,744,222.
Wastewater Treatment Plant	2,973,677.
Unclassified	9,141,763.
Palmer Public Library	843,868.
Palmer Public Schools	16,480,010.
Pathfinder	<u>1,775,443.</u>
TOTAL	\$38,248,190.

NOW, THEREFORE BE IT MOVED AND VOTED to raise and appropriate the sum of \$35,274,513 to pay the Town charges for the fiscal year beginning July 1, 2019 and to raise through the collection of sewer fees the amount of \$2,973,677 for the Wastewater Treatment Plant budget.\$102,086 while raised in the General Fund is funded through sewer fees. Also, to raise and appropriate \$50,000 to the Capital Improvement Stabilization Fund, and \$10,000 to the OPEB Trust Fund.

With no members of the public present, the Public Hearing was closed at 6:33PM.

1 Motion was made to approve Fiscal Year 2020 Budget and Resolution 2019-41 by B.Barry.  
2 Seconded by L.Baker. Motion passed (5:0)

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5 **New Business**

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7 Resolution 2019-36 CAPITAL IMPROVEMENT PLAN FY2020 Adoption of the FY20 Capital  
8 Plan. The committee recommends (by a vote of 6-0) that the following capital  
9 equipment/projects at an estimated total cost of \$117,054 be approved with funds provided from  
10 the Capital Improvement Stabilization Fund

<u>No.</u>	<u>Description</u>	<u>Department</u>	<u>Cost</u>
14 1.	Chart of Accounts	Finance	Request Withdrawn
15 2.	Software Upgrade	Assessor	\$.....23,000
16 3.	Door Locks	Police	.....7,484
17 4.	Chair Lift (OMP)	School	.....20,000
18 5.	P.O/Req Munis Module	Finance	.....12,270
19 6.	Pool Cover (PHS)	School	.....45,000
20 7.	Defibrillators (6)	Police	.....9,300
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		Total	\$....117,054

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25 Motion was made to adopt resolution by B.Barry. Seconded by L.Baker. Motion passed (5:0)

26  
27 Resolution 2019-38 To Transfer Funds from Free Cash for the replacement/upgrade of  
28 computers prior to January 2020, that are still running on Windows 7

29  
30 Town offices have 23 desktop computers and 2 laptop computers that need to be  
31 replaced, along with 3 desktop computers that need to be upgraded to Windows 10; and  
32 The Police Department has 18 desk top computers and 4 laptop computers that also need to be  
33 replaced; and The Senior Center also has 3 desktop computers that might also need to be  
34 replaced;

35  
36 Motion to authorize the transfer of \$85,000 from Free Cash to fund replacement/upgrades was  
37 made by B.Barry. Seconded by R.Lavoie. Motion passed (5:0)

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39 Charter Commission Appointments

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41 Motion was made to appoint Andrew Golas to the committee by L.Baker. Seconded by  
42 R.Lavoie. Motion passed (5:0)

43  
44 Motion was made to appoint Charlie Baker to the committee by M.Sikes. Seconded by  
45 M.Lemieux. Motion passed (4:0:1) Baker

1 Motion was made to appoint Laurie Ball to the committee by M.Lemieux. Seconded by L.Baker.  
2 Motion passed (5:0)

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4 Motion was made to appoint Michael Magiera to the committee by B.Barry. Seconded by  
5 R.Lavoie. Motion passed (5:0)

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7 Motion was made to appoint Gerry Johnson to the committee by M.Sikes. Seconded by  
8 M.Lemieux. Motion passed (4:0:1) Barry

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10 Motion was made to appoint Shaunde Mansfield to the committee by B.Barry. Seconded by  
11 M.Lemieux. Motion passed (5:0)

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13 Motion was made to appoint Jessica Sizer and Michelle Sikes as Town Councilor representatives  
14 to the committee by R.Lavoie. Seconded by M.Lemieux. Motion passed (4:0:1) Sikes

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17 *6:47PM Karl Williams entered the meeting*

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20 Public Hearing for Amendment of Ordinance 2018-06; Revolving Funds

21 R.Lavoie read public hearing notice.

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23 Public Hearing was opened at 6:49PM by Town Council President B.Barry. An amendment for  
24 the revolving fund was required to include Sealer of Weights and Measures Revolving Fund as  
25 we no longer have employees for this position and have hired an outside consultant. With no  
26 members of the public present, the Public Hearing was closed at 6:49PM.

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28 Motion was made to approve Amendment of Ordinance 2018-06 by L.Baker. Seconded by  
29 M.Lemieux. Motion passed (6:0)

30  
31 Resolution 2019-39 To authorize annual spending limits for the Town's Revolving Funds in FY  
32 2020

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<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
<u>Legion Field</u>	<u>24650738</u>	<u>\$ 5,000</u>
<u>Recreation Fund</u>	<u>24630548</u>	<u>15,000</u>
<u>Gas Inspections</u>	<u>2702421</u>	<u>30,000</u>
<u>Plumbing Inspections</u>	<u>2702431</u>	<u>30,000</u>
<u>Electrical Inspections</u>	<u>2702451</u>	<u>150,000</u>
<u>Senior Center</u>	<u>24541008</u>	<u>20,000</u>
<u>Bulky Day</u>	<u>2704338</u>	<u>5,000</u>
<u>Sealer of Weights</u>		
<u>&amp; Measures .</u>	<u>2702441</u>	<u>10,000</u>

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45 Motion was made to approve spending limits by M.Lemieux. Seconded by R.Lavoie. Motion  
46 passed (6:0)

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Committee Appointments

Motion was made to reappoint Lawrence Jasak to the Board of Assessors by R.Lavoie. Seconded by L.Baker. Motion passed (6:0)

Motion was made to reappoint Susan Coache to the Board of Registrars by L.Baker. Seconded by K.Williams. Motion passed (6:0)

Motion was made to reappoint Jayne Heede to the Board of Health by M.Lemieux. Seconded by R.Lavoie. Motion passed (6:0)

Motion was made to reappoint Brenda Cole to the Conservation Commission by L.Baker. Seconded by M.Lemieux. Motion passed (6:0)

Motion was made to reappoint David Cotter to the Conservation Commission by L.Baker. Seconded by M.Lemieux. Motion passed (6:0)

Motion was made to reappoint John Fox to the Historical Commission by R.Lavoie. Seconded by K.Williams. Motion passed (6:0)

Motion was made to reappoint Kevin Kopacz to the Historical Commission by R.Lavoie. Seconded by K.Williams. Motion passed (6:0)

Motion was made to appoint Ryan McNutt to the Local Licensing Authority by L.Baker. Seconded by R.Lavoie. Motion passed (6:0)

Motion was made to appoint Jessica Sizer to the Local Licensing Authority by R.Lavoie. Seconded by K.Williams. Motion passed (6:0)

Motion was made to reappoint Mildred Jasak to the Housing Authority by M.Lemieux. Seconded by K.Williams. Motion passed (6:0)

Motion was made to appoint Ryan McNutt to the Local Licensing Authority by L.Baker. Seconded by R.Lavoie. Motion passed (6:0)

Motion was made to reappoint Joseph Turek to the Redevelopment Authority by M.Lemieux. Seconded by K.Williams. Motion passed (6:0)

Adjournment

Motion was made to adjourn at 6:55PM by L.Baker. Seconded by M.Lemieux. Motion passed (6:0)