



SELECTBOARD MINUTES SPECIAL MEETING

DECEMBER 1, 2003

Members Present: Brian Greenia, James Paige, Mark Struhsacker, Shaun Bryer and Brian Kellogg

Department Heads: Paul D. McGinley, TA; Carol Bradley, Mary Ann Wilson

Guests: Heidi Krantz

Chair Brian Greenia called the meeting to order at 6:00 PM at the Town of Morrystown's staff room.

BUDGET REVIEW - GENERAL GOVERNMENT

TOWN ADMINISTRATION:

Discussion included how the Town Administrator and the Administrative Assistant's salaries were split between Administration and the Highway Department at a 75% - 25% ratio, as the front office handles all of the Highway Administration work.

ANIMAL CONTROL/SHELTER:

It was questioned whether we pay \$1,000 to the Animal League beyond the budgeted amount.

COLLECT/CUSTODY OF FUNDS:

Wages for all employees will be left at 3% until after the pay plan compensation study is done. The number of Property Tax payments was discussed. A payment schedule needs to be established. The School Board needs to be invited to a meeting. The Financial Office will calculate what it means to the Town in borrowed money savings. Mary Ann will look at the tax resolution versus whether it should be a Town Warrant. The Town Administrator thinks it needs to be warned at Town Meeting.

BOARD OF CIVIL AUTHORITY:

Discussed as cost, considering three meetings as listed.

ACCOUNTING & BOOKKEEPING:

There is a revenue entry of \$3,000 from Ambulance Service to the Bookkeeping Department for doing the Ambulance billing.

AUDITING:

Auditing dollar amount will be less, maybe.



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TAX LISTING:

The Listers need to come up with a plan for hours at work and the people that list.

DELINQUENT TAX COLLECTING:

After much discussion, the Board is thinking of doing the Delinquent Tax Collection as a stipend as the Health Officer is done, \$2,500 total with \$1,500 to Mary Ann and \$1,000 to Cathy.

PLANNING & ZONING:

Planning and Zoning are important functions of the community. Planning is not getting handled. The Board feels there needs to be a list put together of priority needs by the Town Administrator, the CDC and the Zoning Administrator for the Board to review and move forward with. The Board is considering a part-time Planner. Johnson may be looking for the other half of a Planner's time. Discussed Mark's role as an Administrator for the MPC, but he is not a Planner to put the issues to them. The Planning Board can't get a quorum to meet when Mark does put an agenda together; therefore a part-time Planner is needed.

It was discussed that the CDC could do some of these issues with expert help in some areas from a Planner. The Board needs the best person today to do the job and can get the help as Heidi goes forward with the CDC as well as the MACC position. (Carol says it will take 18 months) They decided to wait on the half time Planner until the Town can get the Planning Board to act on changes.

MACC:

The budget for MACC was discussed under revenues with the balance of \$6,700 funded by in the Town budget. If they don't raise this money, they can't spend it.

TRAILS COMMITTEE:

The TA made a mistake and has not put in the \$10,000 of Revenues in the Budget. \$10,000 will be spent, only if we get a like grant.

MAINTAIN GENERAL GOVERNMENT BUILDINGS & GROUNDS:

Mary Ann Wilson discussed maintenance of buildings; five of them should have someone to do the work. Maybe something an on-call person with a property maintenance firm might handle. (Same price)

ADJOURN:

The meeting adjourned at 8:47 PM.

Approved 12/18/03
Barbara Cochran