

MINUTES  
TOWN MANAGER  
PUBLIC HEARING  
BUDGET PRESENTATIONS  
January 23, 2020

Under the Clinton Charter, the Town Manager is to hold public hearings with all departments so department heads can make brief budget presentations outlining their budget submissions. These budget presentations were filmed for the public's viewing.

Prior to this public hearing the Town Manager and Finance Director S. Cunningham met one on one with each department to discuss their budget submissions.

The following individuals made a brief budget presentation highlighting the number of employees in each department and various key budget line items:

Town Manager – presented by Karl Kilduff

- Salary line: Town Manager, one full time and one-part time employee

Finance Department – presented by Sue Cunningham

- Salary line: Finance Director, Assistant Finance Director and two full time employees
- Town Treasurer receives a stipend
- Overall budget reduced by \$10,000

Elections and Meetings – presented by June Hansen

- Salary line: Two certified Registrar of Voters
- Part time workers include the poll workers needed for all elections and referendums
- Most of this budget is driven by state mandates

Town Clerk – presented by Sharon Uricchio

- Salary line: One Town Clerk and one full time Assistant Town Clerk
- Part time employee has been removed
- Maintains essential documentations and purchases ballots for all votes

Assessor – presented by Donna Sempey

- Salary line: One Assessor, one Assistant Assessor and one clerk
- New to this budget are maps
- Linked to the DMV and purchases necessary periodicals
- Requires continuing education

Tax Collector – presented by Lisa Bibbiani

- Salary line: One Tax Collector, two full time employees and one part-time employee
- Contractual software
- Certifications
- Search engine utilized to research returned mail

Building Department – presented by Ed Smith

- Salary line: One Building Official and one full time employee
- Outside help when necessary
- New code book available October 2020

Probate Court – presented by Karl Kilduff

- This is the regional share for the Probate Court

Zoning Board of Appeals/ Inland Wetlands/ Planning and Zoning – presented by Kathy King

- Salary line: One Zoning/Inland Wetlands Enforcement Officer and two full time employees
- Continuing education and training
- Zoning regulations revisions need to be reviewed

Economic Development Commission – presented by John Allen

- This commission advises the Town Manager and Town Council
- Marketing and advertising to attract new businesses
- Hire a part time web manager to keep site current
- Budget reduced by \$18,000 from last year

Technology Department – presented by Ivan Bailey

- Salary line: Technology Director and one part-time employee
- Supports the entire town and working with the Board of Education
- Responsible for cabling, cellular phones, copier/printer contracts

Human Services – presented by David Melillo

- Comprised of Youth and Family Services, PIC and Social Services
- Requested an increase in discretionary funds to match donations made by Families Helping Families
- Requested a seasonal worker from October 1 to January 1 to assist with energy assistance applications, Thanksgiving and holiday meals, the gift program and warm children program

Department of Public Works – presented by Todd Hajek

- Salary line: One Director and 16 full time employees and one part-time employee
- Responsible for all repairs and maintenance to all town owned buildings and exterior of the schools
- Responsible for 80 miles of town roads, storm water structures, transfer station/bulky waste site, snow removal
  - The higher tipping fee will be reflected in the adjusted budget

Town Hall Maintenance – presented by Todd Hajek

- Salary line: Three full time custodians and one part-time custodian
- Purchasing of all custodial materials and town hall needs

Clinton Volunteer Fire Department – presented by Brian Manware

- This department is a private corporation that receives funds to provide fire and rescue services for the town
- The town budgets for:
  - Salary line: One full time employee
  - Utilities at both Headquarters and the Glenwood Station
  - Repairs and Maintenance for the apparatus, building, testing and air packs
  - Training, uniforms (PPE) and consumables are
- All EMS (ambulance) services do not receive funding from the town

Fire Marshal – presented by Jeff Heser

- Salary line: Four employees – Fire Marshal, Deputy Fire Marshal, Fire Investigator, secretary
- Continuing education
- Budget did not increase from last year

Water Pollution Control – no one was present, they will be invited to the Monday, January 27<sup>th</sup> presentation

The meeting was adjourned at 2:30 p.m.

Respectfully submitted,

Wendy McDermott  
Clerk