

**Special Board of Selectmen Meeting
Budget Workshop
Town of Marlborough
Wednesday, February 8, 2023 10:00 AM
Town Hall**

*Minutes considered draft until approved at the next meeting

1. **Call to Order** – Chairman Deb Bourbeau called the meeting to order at 10:06am. In attendance were Joe Asklar, Greg Lowrey, Betty O’Brien. Also present were Amy Traversa, Interim Town Manager and Peter Hughes, Director of Planning and Development.

2. **Presentation of Town Operations/Capital Budget by Interim Town Manager with discussion to follow** – The prior fiscal year has not been closed out and the audit not yet complete. The BOS were presented with the draft Town Operations budget. The Board of Finance will supply the RHAM and local BOE figures. Mr. Hughes will present the Capital budget.
 - Debt Service is down significantly
 - Costs for utilities and fuel are increased across all departments
 - Increase for new Town Manager position
 - Cost increases include microfilming, automated billing, dues, competitive salaries, addition of part time Social Worker at Senior Center, compensated absences, insurance premiums, cyber security upgrades, emergency dispatch services, road materials, tree removal, and minimum wage
 - Suggestion to increase contingency as stated in Charter to 2% of budget
 - Revenue figures are unknown as the Governor has not yet released the State budget
 - The 5 year Capital plan has over \$3 million in encumbered funds
 - The preliminary figure for FY 23/24 capital requests if \$1.7 million; until projects are approved, funding sources not yet identified
 - RHAM operating budget \$500,000 increase
 - Next BOS budget workshop February 10, 2023

3. **Adjournment** – The meeting adjourned at 12:05pm.

Respectfully submitted,

Karen Migliaro
Board Clerk