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## 2017-01-03 january

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Cemetery & Parks Meeting

January 3, 2017

Kimball House

The meeting was opened at 7:20PM present were Ray Boyes, John Barrett, Tubby Boucher, Roger Ropoza, Drew Funk and Pam Haman.

Bills for Dave's Septic and Crown Uniform were reviewed and approved.

Minutes from the December 2016 meeting were reviewed and approved.

Discuss:

The letter appointing Drew as Permanent Working Foreman was approved and signed. John moved "To appoint Andrew Funk as Permanent Working Foreman." Ray second all were in favor motion carried.

Budget:

The budget for the upcoming fiscal year will be level funded. The Commissioners will submit the format that has been used in the past as this form gives better detail of the expenses and wages. If Town Hall requires the new form the department will then submit that. Budgets are due to the Town Hall by January 16, 2017.

A brief discussion on wages paid to seasonal labor workers. This may be increased to \$11.00 per hour due to the increase in minimum wage. Roger also presented the Commissioners with the quarterly report that needs to be submitted to Town Hall. He also reviewed the Departments missions' statement, Description, Organization Chart and Goals/Accomplishments; this also needs to be submitted with the budget.

John moved to submit a level funded budget to Town Hall for Fiscal Year 2018. All were in favor motion carried. Seasonal help, work flow and responsibilities were all mentioned as potential agenda items for later meeting.

Next regular schedule meeting is January 17, 2017.

Meeting Adjourned at 8:30PM

Submitted

Pam Haman  
Clerk

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